

**Furry Friends PATS Board Meeting Agenda
September 24, 2019, 6:30pm, Duane's house**

Board members attending: Joan Peterson, Randee McQueen, Kathy Harris, Cameron Brown, Duane Hinders,
Others attending: Julie Bond, Tara Johnson

Absent: Anne Tiry, Kat Hsueh

Meeting called to order at 7PM

OLD BUSINESS

1. Approval of July minutes – approved as written
2. Web site review (Joan)
 - a. Joan is updating all forms and PDFs, copying them to our new letterhead with the correct mission statement; she is also ensuring that there is consistency in wording and terminology throughout the entire web site.
 - i. All links will need to be redone after the pdfs are revised (with revision dates). Done
 - b. Reading Buddies page was updated
 - c. We are adding a question to our application to ask whether the applicant has ever been removed or asked to leave from another pet therapy organization. Done
 - d. On the website we will add a picture of the manual...not just say PDF
3. Review site application spreadsheet (Kathy)
 - a. Cordileras Mental Health Center – can be off leash...has a large area- site approved
 - b. SCCCS- they are able to do off leash
4. Review/approve Special Visits (Duane)
 - a. Reviewed the list presented. Have captains for all but one site..
 - b. Bellarmine- no money yet but haven't had problems in the past- approved
 - c. Cupertino HS- lunch time 1-2- approved
 - d. ST Francis HS- want on morning of finals 9-10 Approved
 - e. Handout for suggestions for a Captains of Special Visits. We can add this as a document as a link on the special visits area.- approved
 - f. Concern on our description to who we will give a break to...still public schools but we would also like to do Non Profit Schools and public schools. Joan will update the form that is online.
5. Update on Santa Cruz sites (Kat) (Absent)
6. Yearly pins discussion
 - a. Kat will write something up for the newsletter about the change in how these are sent.
 - b. A list of 1 year volunteers will also be in upcoming newsletters.
 - c. The 5, 10, 15 etc...flags will still go out quarterly.

7. Volunteer manual updates
Ranee gave stickers to Julie for manuals....
8. Next newsletter (Kat)
 - a. Publish October 15, articles will be submitted by October 1.
 - b. Julie is going to do a write up on Vaccine suggested and the 2 foot rule (she will put that in her column). Did not address the incident that a person working at the facility was also a member. She will wait until the next newsletter to address this.
 - c. Cameron has a blurb about the store
9. Financials (Ranee)- shown and sent to all
10. Issues/incidents
 - a. Issue of leashes becoming undone/unclasp. -
Ranee Looked into new leashes to offer but the cost was way to high to make it something that we could offer in our store.
11. Admin (Tara)
 - a. Yes answer to revoked membership-
 - i. We received one but that person hasn't responded
 - b. Vaccination records form- Joan brought up that many people are not sending in the form that we require that should be sent. Julie is concerned that people are not doing an annual visit because of cost. Ranee will ask Peggy if there is a possibility that we can do a package at the clinic.
12. Bark in the Park (Kathy)- we made \$253 (our cost was \$200) It was great. The wheel was profitable
 - a. Need table cloths for the table with our logo
 - b. A small banner to Velcro to the easy up.
13. Captains manual (Anne) will work on it next week
14. Therapy dog patch
 - a. There will be an article in the next newsletter.
15. Store/New FF apparel (Cameron)
 - a. In stock items with logos- we need to discount to get rid of them... we need to move these out. Cameron would like to reduce another \$5 from what we currently have. Approved.
16. Lepto vaccine
 - a. The board agreed to make both lepto and the flu vaccine a recommended but not required. Added to vaccination form
 - b. There was a discussion about a 2-foot apart rule during visits
 - i. Julie will mention in class.
 - ii. There will be an article in the next newsletter

17. Girl Scouts (Joan)- They were delightful. They made great dog toys for us for Bark in the Park. Joan will give them bookmarks as a thank you.

18. Calendars

- a. \$25, will mail out; includes tax and shipping. No charge to reserve a specific date.
- b. Article in newsletter

NEW BUSINESS

1. Board member in charge of new volunteer recruiting- continue the way we have been doing it.
2. Class photo assignments
 - a. Cameron will do photos for the remainder of the year, except when there are two classes.
 - i. Cameron will do the morning class October 27, Joan will do afternoon.
3. Photo sessions? (Randee)
 - a. October 26, 27 ~ from 11 am to 3 pm
 - b. October 30 ~ 6:30 pm to 8 pm
 - c. November 2 ~ from 11 am to 2 pm
November 3 ~ 11 am to 3 pm
 - d. November 6 ~ 6:30 to 8 pm
4. Los Gatos Parade (Kathy)- write an article about the parade and to make sure they order sweatshirts.
5. Barnes & Noble (Anne)
 - a. at 85 and Almaden Expressway, on Sunday 12/15 and Sunday 12/22, 9am to 4pm each day.
6. Truckee Humane Society (Joan)- someone who was rejected from FF and has moved to Truckee...they wanted a reference....we can not do a reference.
7. Grant ideas (Joan) - got an email from a volunteer that someone helps distribute money for people that help dogs. We can apply for a grant do a continuing education.
8. Tara asked if she was ok to get on Captains for attendance records...board said yes.
9. Dates next month for classes for next year. Julie will give dates.
10. Next meeting:
 - a. WEDNESDAY November 20, 6:30pm
 - b. Location: Joan Peterson

Meeting 9:05 meeting adjourned.