

Furry Friends PATS Board Meeting Agenda
May 26, 2020, 7:00pm on Zoom

Board members: Joan Peterson, Randee McQueen, Duane Hinders, Cameron Brown, Kathy Harris, Anne Tiry, Kat Hsueh

Others present: Tara Johnson, Julie Bond, Isabelle McNeil

The meeting began at 7pm, with introductions

URGENT BUSINESS

1. Suspension of Visits due to the Coronavirus
 - a. Nursing homes aren't even included in stage 4 reopening; conditions include all residents and staff testing negative for 28 days, which means it will be a long time before we can resume visits, especially in the way we're used to.
 - b. No wipes safe for pets have any antiviral properties; we shouldn't be bathing our pets frequently anyway.
 - c. Outside visits? Go by patient rooms? Online? Even if we could figure out a way, it would depend on whether facilities would be interested, and if they could safely accommodate any kind of visits.
 - d. Send something now to captains, asking them to check with their facilities to see how they feel? Should we wait to level 3? We will send something to the captain in mid-June, and Duane will draft.

2. Etiquette classes
 - a. June 28 - scheduled for etiquette and OL, at Randee's?
 - i. Difficult even at Randee's, to keep distance
 1. There could also be a liability issue, having people together.
 2. Retaining information until visits resume could also be problematic.
 3. June class will be cancelled.
 - b. July 26 class
 - i. Julie is OK with handling dogs, it depends on how volunteers feel about coming.
 1. If we do video/zoom, there won't be any interaction with the animals, which doesn't allow Julie to see how the animals interact/behave in a group.
 2. July class will remain scheduled for now; we will reevaluate closer to the date.

OLD BUSINESS

1. Approve March 31 minutes
 - a. Approved
2. Next newsletter (Kat)
 - a. Publish July 15, articles submitted by July 1.
3. Admin (Tara)
 - a. Membership pins – mail them since we cannot hand them out
4. Captain's dinner on June 29 (Cameron)
 - a. We have no choice except to cancel/postpone the dinner.
 - b. Cameron will call China Stix and ask if we will lose the deposit if we cancel, or if we can reschedule.
 - c. Julie mentioned that volunteer Muriel Kao is friends with the restaurant owner, so she may be able to help if we run into any issues.
 - d. The deposit was \$100 or \$120.
 - e. Cameron will email the folks who have paid; Randee will refund back via PayPal. Cameron will send Randee a list of people needing refunds.
5. Business Women's Community- Zoom meetings (Joan)
 - a. Joan attended several meetings, we did get some donations from it.
6. Financials (Randee)
 - a. eliminate/reduce membership fees for 2021?
 - i. Randee doesn't think we can eliminate dues because we still have ~50% of our expenses.
 - ii. Another reason we can't eliminate is liability.
 - iii. We could consider reducing to what they were before.
 - iv. For now, we will respond to questions by saying we will review toward the end of fiscal year. Joan will add to the agenda for the September board meeting.
 - b. We're OK for now overall; still have expenses but nothing coming in.
 - c. Special visits – only a couple asked for refunds; we'll reschedule later if possible
7. Grant (Randee)
 - a. Extension – need to write letter
 - i. Getting the extension won't be an issue, we just need to request it; Joan wants to request a year extension
 - ii. Re-education portion – not feasible to re-evaluate; could do Zoom to re-educate
 1. Julie and Randee had come up with some good ideas on how to reinforce people for attending, but can't do that with Zoom; mail out swag instead?
 2. They will talk about additional expenses if we do this, and we can ask for more \$\$ from the grant.

3. They were thinking of 30-50 people per class, different locations around the area, 8 classes total; for people who haven't had class for 5 years.
 - a. Tara will see how many people took class 5 or more years ago.
 - b. Open to others if interested; if things change because of COVID, might need something for everyone anyway
- b. Survey via email?
 - i. Put on hold for now, do it via Survey Monkey when we have more info
- c. Classes on Zoom?

NEW BUSINESS

1. Reading Buddies on Zoom (Anne)
 - a. Julie thinks great idea, ok to open to all existing volunteers. We need to make sure they understand it's a special thing, this won't automatically mean they can participate in Reading Buddies when normal Reading Buddies visits resume.
 - b. Pet doesn't need to be signed up with FF to participate, since there is no interaction.
 - c. We will not open it up to volunteers outside of our organization.
 - d. The lowest paid Zoom membership is about \$15/month.
 - e. If multiple hosts, we will need multiple accounts; Anne will check with James from People Animals Love, to see about participating in calls and to ask if they use a single account.
2. Warriors Dog Day at Chase (Joan)
 - a. Targeting Jan 2021? Or sometime in 2021 anyway.
 - b. There will be a cost to attend, but cost will go toward future event at the facility.
 - c. The cost for us to participate is \$100.
 - i. Randee pointed out that it would be hard to get animals there, parking is minimal, and we can't take animals on mass transit.
 - ii. We don't usually visit in San Francisco, so we might get interest from people who might want to join but wouldn't because of the geographic difference.
 - iii. How beneficial would this be for us? Randee says sounds like Pet Expo
 - iv. Probably not worth it for us to participate for this year, maybe consider for 2022
3. Other topics
 - a. Tara will start sending vaccine reminders so that we are not inundated with making new badges when visits do resume.
 - i. Randee and Tara will work on wording.
 - b. Isabelle – ideas on how to solicit children's participation in Zoom Reading Buddies; Anne and Isabelle will work on this together.

4. Class photo assignments – have 2 board members when possible.
 - a. Not discussed

TBD

June 28, 10:30am: **cancelled**

July 26, 10:30 am: 1:30pm:

August 30, 10:30am:

September 27, 10:30am:

October 25, 10:30 am: 1:30pm:

November 15, 10:30am:

5. Next meeting:
 - a. July 28th, 7:00 pm
 - b. Location: Zoom, depending on the situation at the time

Pet Assisted Therapy Services
Profit and Loss Standard
December 2019 through November 2020

	<u>Dec '19 - Nov '20</u>
Income	
Site Application fee	900.00
Foundations and Grants	1,175.43
Individual Donations	1,129.01
Membership and Classes	<u>22,131.35</u>
Total Income	25,335.79
Expense	
Calendars	453.22
Insurance	1,002.00
Office	888.21
Storage	2,868.00
Subcontractor Services	12,994.36
Volunteer Support	
Film	950.52
Volunteer Support - Ot...	<u>2,835.12</u>
Total Volunteer Support	<u>3,785.64</u>
Total Expense	<u>21,991.43</u>
Net Income	<u><u>3,344.36</u></u>

05/19/20

Pet Assisted Therapy Services
Balance Sheet Standard
As of May 19, 2020

	<u>May 19, '20</u>
ASSETS	
Current Assets	
Checking/Savings	
Chase Checking	47,629.21
Total Checking/Savings	<u>47,629.21</u>
Total Current Assets	<u>47,629.21</u>
TOTAL ASSETS	<u><u>47,629.21</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	22,013.03
Retained Earnings	22,271.82
Net Income	3,344.36
Total Equity	<u>47,629.21</u>
TOTAL LIABILITIES & EQ...	<u><u>47,629.21</u></u>