

**Furry Friends PATS Board Meeting Agenda**  
**September 22, 2020, 7:00pm on Zoom**

**Board members attending:** Joan Peterson, Randee McQueen, Duane Hinders, Kathy Harris, Anne Tiry

**Board members absent:** Kat Hsueh

**Others:** Tara Johnson, Julie Bond, Claire Davis, Sal Guardino

Two potential new board members joined the call:

- Claire Davis, member since January 2018
- Sal Guardino, former board member and president, who has rejoined Furry Friends

**OLD BUSINESS**

1) Approve August 12 minutes

- Duane motioned for approval, Randee seconded.
- The minutes were approved unanimously.

2) Next newsletter (Kat)

- Publish Oct 15, articles submitted by October 1.
- Kat could not attend, but the dates are still valid
- Someone needs to write newsletter article about sending out the masks and wipes.
- Joan will mention Cameron's resignation, and will also mention that she and Kathy are resigning from the board after the November meeting.

3) Admin (Tara)

- There are **63 volunteers** who are **not** associated with a site and have not attended a special visit event since Sep 2019. There are **322 volunteers** who are "**current**" in that they joined since October 2019/attended a special visit/associated with a site.
  - i) Masks, wipes, and yearly pins will be sent out in mid-October, after information has been in the newsletter (and potentially sent by separate email to the membership).
  - ii) Even if not all family members have visited, we will still send out masks/wipes.

4) Financials (Randee)

- The organization is doing well financially; see financials document for details.

5) Reading Buddies on Zoom (Anne)

- When will they start?
  - i) Response has been underwhelming so far, in terms of getting groups of children to participate. Anne will write a status article for the newsletter.
  - ii) The first real session is scheduled for Thursday, 9/24, at 3pm. Seven children will participate. We need more Furry Friends volunteers to participate, and are reaching out to selected people to participate. Randee can do 2 dogs. After this first session is under our belts, we can open up the next session more widely.

- iii) The group who expressed an interest in helping to run the meetings is interested in having a meeting where they can take turns practicing setting up the breakout rooms. Anne will organize a session, probably the week of 9/28.
- 6) Suspension of Visits due to the Coronavirus
- Duane sent email to captains asking if any sites can accommodate some other type of visit – walking by, Zoom, etc.
    - i) There were a few replies, most were “no go”.
    - ii) Julie’s video this week will be about reaching out to sites to see what they are willing to do at this time.
    - iii) Santa Cruz Sutter Health – wants us to come for a special visit, to be held outside, for health care providers. We are waiving the fee but they do need to send the special visit request form. Duane has reached out to them, and said that they take about a week to respond. Kat is willing to captain. The site would ideally like 7 separate visits in the Aptos area, but that is not feasible.
    - iv) Kathy said that Merrill Gardens wants us to come back but does not have details; she thinks outside in the courtyard. Kathy will contact team members to see if they are interested in going back to visit.
      - (1) Randee has ordered the 6 foot leashes, and will check to see when they are due to arrive.
- 7) Etiquette classes
- All classes remain on hold due to Covid-19.
- 8) All applications and classes (Reading Buddies and off-leash, in addition to etiquette classes) also remain on hold due to Covid-19.
- A note was added after the last meeting to the website homepage, latest news, new volunteers, become a volunteer, and etiquette class sign up pages
- 9) How can we do more to engage members? More emailing, other ideas to keep people involved. (Randee)
- Send face masks and wipe – mid-October, as noted above.
  - There was positive feedback from Joan’s email to everyone.
  - Julie and Randee are working on the re-education classes and more information will be available soon.
- 10) Julie’s videos
- Julie is posting a new video every Friday, to Facebook, in an effort to keep our volunteers engaged.

## NEW BUSINESS

- 1) Ideas about restarting visits, forwarded from Dr. Barbara Lee; to be discussed further at the November meeting:
  - <https://www.wormsandgermsblog.com/2020/08/articles/animals/dogs/covid-19-and-pet-visitation-programs/>
- 2) Special visit fees will be waived for the remainder of the year.
  - The web site will not be updated; if anyone sends in the fee, we will refund it.
- 3) Board members
  - Kathy & Joan are resigning after the November board meeting.
    - i) Joan will still be available for questions
    - ii) Anne will resume doing web updates; Anne and Joan will set up some time to meet and discuss details.
- 4) Furry Friends will offer a new shirt for sale.
  - Different styles will be available, and each will be different price.
  - Orders will be through Custom Ink, not through the Furry Friends web site; we will have a link to the CI web site from our store page.
  - We will send an email blast to volunteers with pictures of the new merchandise.
    - i) This is hard to do with the sibernet mailing list; Randee will talk to Randy to see how to get it through.
  - The new shirts will go on sale 11/1.
- 5) Holiday events
  - Barnes and Noble is not holding their giftwrapping fundraiser this year.
  - There will be no Holiday Parade in Los Gatos.
  - Anne will write up something for the newsletter.
- 6) Membership Renewals
  - We will send a thank you to everyone for sticking with the organization, and will reduce dues for 2021. Randee will write something up for the October newsletter.
  - Membership dues will be reduced by half, for renewals (not new members), for 2021 only: \$25 for single membership and \$50 for family.
    - i) \$25 for single membership and \$50 for family.
    - ii) New members will pay the regular fee, as they will need to attend class.
  - We have gotten some donations during the pandemic.
  - Instead of having dinners, we will use \$\$ for reduced dues.
- 7) Next meeting:
  - November 24, 2020, 7:00 pm – Tuesday of Thanksgiving week, but OK with everyone.
  - Location: Zoom

09/22/20

Pet Assisted Therapy Services  
Balance Sheet Standard  
As of September 22, 2020

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	<u>Sep 22, '20</u>
ASSETS	
Current Assets	
Checking/Savings	
Chase Checking	59,078.61
Total Checking/Savings	<u>59,078.61</u>
Total Current Assets	<u>59,078.61</u>
TOTAL ASSETS	<u><u>59,078.61</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	22,013.03
Retained Earnings	22,271.82
Net Income	<u>14,793.76</u>
Total Equity	<u>59,078.61</u>
TOTAL LIABILITIES & EQ...	<u><u>59,078.61</u></u>

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

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	Dec '19 - Nov '20
<b>Income</b>	
Fundraising- projects	552.33
Special Visit Fee	1,000.00
Site Application fee	800.00
Foundations and Grants	11,299.85
Fundraising	200.00
Individual Donations	1,237.03
Membership and Classes	29,181.35
Merchandise	466.06
<b>Total Income</b>	<b>44,736.62</b>
<b>Expense</b>	
Volunteer Support/education	3,010.93
Accounting	599.00
Calendars	453.22
Insurance	1,002.00
license	35.00
Office	2,224.65
Storage	2,868.00
Subcontractor Services	15,874.26
Volunteer Support	
Captains Meeting	10.00
Film	950.52
T-shirts, sweatshirts, band...	80.16
Volunteer Support - Other	2,835.12
<b>Total Volunteer Support</b>	<b>3,875.80</b>
<b>Total Expense</b>	<b>29,942.86</b>
<b>Net Income</b>	<b>14,793.76</b>