

**Furry Friends PATS Board Meeting Agenda  
November 23, 7:00pm on Zoom**

Board Members Attending: Anne Tiry, Randee McQueen, Sal Guardino, Duane Hinders, Diane Steinberg, Jacqueline Morgan, Sharon Andrews

Others: Julie Bond, Tara Johnson

Meeting called to order: 7:02pm

**OLD BUSINESS**

- 1) Approve September 28 minutes- Board approved as written
- 2) Financials (Randee)
  - i. Almost at the end of the fiscal year, \$8K net income loss. Account currently has over \$45K in it. Brought in \$45K over the course of the year from membership and class fees which has paid for key services (Tara and Julie). Solid balance sheet and could likely go two years without membership fees, if needed and would remain solvent.
  - ii. Sal inquired as to how much of the \$45K is restricted? \$9K was restricted in total of which \$3K-\$4K was previously used for masks and classes. As a result, there is approximately \$40K unrestricted. The \$9K was a donation from a women's foundation and at/around the same time FF received a donation of \$45K from the senior center that closed.
- 3) Special visits update (Duane)
  - i. Five visits scheduled in December over two weeks; 3 are set with volunteers with 2 needing more members. Duane will be sending a note on 11/25 or 11/26 to remind members of the open spots for upcoming visits.
  - ii. Tara inquired if people who did not pay their dues by the 12/1 would be permitted to participate. Board agreed to a grace period to mid-February for payment of dues.
  - iii. San Jose Police Call Center visit – did we get any publicity? (Sal)
    - i) Duane noted that Christian Castillo, SJPD information officer, unfortunately informed him at 9am on the second visit that the PR for the event fell through. Christian did state that if there was another visit in the future, he would arrange for media coverage.
    - ii) Duane noted one of the upcoming high school visits might be good for PR. Duane will look into this for visits in January.
  - iv. Mountain View Teen Wellness event update (Anne)
    - i) Great event, really fun for the kids; recommend making this an annual event.
- 4) New site requests (Sal)
  - i. KIPP Academy
    - i) KIPP academy is a charter school off King Road. They are still deciding how they want to set up the visits (leashed or off-leash). They do have a cafeteria that they could use if they choose off-leash visits. They inquired about TB tests and Sal shared with them that they will need to fund that if they choose to make that a requirement.

- ii. Summit Partners. An investment company reached out to pay for site visits to the Menlo Park VA. Anne will respond to the request and copy Sal and inform Summit Partners that Sal will be on point for the request.
  - iii. Berkeley Site Visit – Challenging to get volunteers to go to Berkeley. Anne followed up and informed the group that FF would not be making visits.
  - iv. Tara noted that it has been difficult to get captains for new teams. Jaqueline will put an article in the December newsletter sharing highlights from the past year and note sites that still need captains to spread awareness of open captain roles.
- 5) Update on volunteer appreciation event – Postponed (Diane)
- i. No new information from Andrew about the event. We will wait until he reaches out to re-engage.

## **NEW BUSINESS**

- 1) Approval of 2022 class dates – Julie provided dates
- i. Class dates approved by Board.
  - ii. Tara requested an additional etiquette class in February – Julie agreed to add.

January 23  
February 27  
March 13  
April 24  
May 22  
June 26  
July 24  
August 28  
Sept 25  
Oct 23  
Nov 13

- 2) Membership renewals and vaccination/fecal form (Tara)
- i. Randee recommended and the Board agreed that rates for 2022 will remain the same as 2021; \$50 for individuals and \$75 for family. Tara will start sending out reminders about dues after Thanksgiving.
  - ii. Board made the decision that vaccination/fecal form must be signed by the vet; receipts will not be acceptable. Going forward FF will require the signed forms for pets to participate but will not go back retrospectively. FF will enforce the form requirements – animals will not be permitted to go on visits. Captains will be the main point of reinforcement and should contact the Board if conflicts arise with volunteers.
  - iii. Julie noted that captains should not be checking behavior of animals; this should only be done by Julie or a vet. Julie is OK with captains putting the vaccine/fecal

forms in the hands of team members as many do not download it from the site or social media.

- 3) Election of President and Secretary, per bylaws
  - i. Board approved Anne as President (remains in current role) and Sharon as secretary (remains in current role).
- 4) Proactively reach out to schools for special visits / “surrogate therapy dog family” (Jacqueline)
  - i. No update: Jacqueline to work on this over the next several weeks. Agenda item for the next meeting
    - i) Jacqueline recommended and the Board agreed to put this on the parking lot for 6 months and then revisit.
  - ii. Duane noted that there is currently a backlog of paid visits; he will send out information on that.
    - i) Anne recommended and the Board agreed that if these paid visits are not used by June 2022 the sites will need to pay again for visits.
- 5) Next newsletter
  - i. Will be distributed the week of 12/6. Please provide all content to Jacqueline right after Thanksgiving.
- 6) Photo assignments for January 23
  - i. Duane will take photos at the morning session, Sharon in the afternoon
  - ii. Board will discuss February photo assignments at the January Board meeting
- 7) Next meeting:
  - i. January 25, 2022, 7:00 pm –
  - ii. Location: TBD
- 8) Meeting adjourned at 8:08pm