

Furry Friends PATS Board Meeting Agenda July 19, 2022 on Zoom

Board Members Attending: Anne Tiry, Randee McQueen, Sal Guardino, Diane Steinberg, Bob Armstrong, Sharon Andrews, (Duane Hinders and Jacqueline Morgan)

Others: Julie Bond, Tara Johnson

Meeting called to order: 7:02pm

OLD BUSINESS

- 1) Approve May 31 minutes - Board approved minutes as written.
- 2) Financials (Randee) – Financials sent via email to Board; will likely need to spend some money to update the FileMaker database.
- 3) Special visits update (Duane) – Duane unable to attend Board meeting but shared with Anne ahead of the meeting that there was no new update to be provided.
- 4) New site requests (Sal)
 - i. Grant Cuesta – is ready to resume visits. Sal noted there are a lot of covid restrictions. Tara will be contacting the captain.
Tara shared there is a request for visits at Foothill Elementary Saratoga; two visits per month and would like to start visits in September – will likely be Reading Buddies. Sal will visit the site in August (Tara to share contact information).
Board will either approve the site via email or at the next Board meeting depending on timing.
- 5) Bark in the Park. Sal volunteered to coordinate
 - i. Proposal to invest in a DOT card: if touched by any smart phone (apple or android) it will all of Furry Friend's information in the person's contact folder on their phone. <https://dotcards.net/collections/all-products>
 - i) Board approved purchase of the DOT card (approximately \$50-\$60); will also look into the use of a QR code.
 - ii. Randee will check inventory for giveaways at the event. Julie noted she had hand wipes and old brochures but noted the phone number will need to be blacked out. A request to share cards that compare certified therapy animals and Furry Friends at the event was made.
 - iii. Volunteer sign ups to work the booth will be done via Sign Up Genius closer to the event.
- 6) Captains training went well on June 25, 3 people attended (Anne); need to schedule another session later in the year.
- 7) Update on Los Altos Rotary club presentation (Jacqueline unable to attend the meeting, no update provided)
- 8) Captains recruiting update (Diane); Menlo Park VA captain is up and running; noted that visits across sites are being cancelled due to Covid outbreaks. Randee suggested, as a means to get more volunteers at sites, that each Captain do a write-up letting people know what is happening at his/her respective site. Diane will reach out to Captains and make the request for the write-up.

NEW BUSINESS

- 1) Next newsletter – Anne awaiting response from Jacqueline to confirm date for content submissions and distribution of next Newsletter.
 - i. Needs to be in September, to keep quarterly schedule
 - ii. Photos will be in DropBox
- 2) Decide on revised meeting schedule going forward
 - i. Not 3rd or 4th Tuesdays – Board aligned on meeting on the 3rd Tuesday of each month.
- 3) Classes
 - i. Schedule was confirmed as follows:
 - i) August: Reading Buddies
 - ii) September: Off leash
 - iii) October: Reading Buddies
 - iv) November: Two etiquette classes
 - ii. Photo assignments:
 - i) July – Anne
 - ii) August 21st – 10am PDT (Sharon)
 - iii) September (Anne)
- 4) Next meeting:
 - i. September 20, 2022, 7:00 pm
 - ii. Location: Zoom
- 5) Meeting adjourned at 7:54pm

Pet Assisted Therapy Services
Balance Sheet Standard
As of July 18, 2022

	<u>Jul 18, '22</u>
ASSETS	
Current Assets	
Checking/Savings	
Chase Checking	<u>44,101.36</u>
Total Checking/Savings	<u>44,101.36</u>
Total Current Assets	<u>44,101.36</u>
TOTAL ASSETS	<u>44,101.36</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	22,013.03
Retained Earnings	21,732.45
Net Income	<u>355.88</u>
Total Equity	<u>44,101.36</u>
TOTAL LIABILITIES & EQ...	<u>44,101.36</u>

Pet Assisted Therapy Services
Profit and Loss Standard
December 2021 through November 2022

	<u>Dec '21 – Nov '...</u>
Income	
Individual Donations	272.33
Membership and Clas...	<u>25,860.00</u>
Total Income	26,132.33
Expense	
Accounting	1,676.00
Insurance	1,001.00
Office	1,307.96
Storage	2,869.00
Subcontractor Services	<u>18,922.49</u>
Total Expense	25,776.45
Net Income	<u>355.88</u>