

Furry Friends PATS Board Meeting Agenda
November 24, 2020, 7:00pm on Zoom

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

Others: Tara Johnson, Julie Bond, Sal Guardino

OLD BUSINESS

- 1) Approve September 22 minutes
 - Minutes were approved unanimously
- 2) Next newsletter (Kat)
 - Next newsletter will be published Jan 15, articles must be submitted by January 2.
- 3) Admin (Tara)
 - Masks, wipes, and yearly pins were sent out in mid-October.
- 4) Financials (Randee)
 - The organization is in good financial shape. Details are below.
- 5) Reading Buddies on Zoom (Anne)
 - No feedback from teachers who previously expressed an interest.
 - Will reach out to the people who are interested in running meetings and try to get something going using our own members.
- 6) Suspension of Visits due to the Coronavirus
 - Santa Cruz Sutter Health
 - i) Kat had previously been willing to captain; she joined the meeting later and said she is moving to the East Bay, likely in January, so this may need a new captain.
 - Merrill Gardens
 - i) There is no one to lead the team; Kathy is captain, but her dog too shy to do visits on a 6 foot leash.
 - ii) One person on the team who has captain experience declined to do it.
 - iii) This is on hold for now given the most recent COVID news.
 - 6-foot leashes
 - i) Randee had them at the time of the last meeting; they haven't been sent out yet.
- 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.

- Joan gets several requests each day/week, people wanting to do something, but we really are unable to at this time.

9) Julie's videos

- Julie is continuing to post weekly videos in our Facebook group.
- Asked people to share holiday photos of their pets, selfies in new t-shirts or masks.
- Julie recommended the book [A Dog Walks Into a Nursing Home](#), by Sue Halpern.
- We discussed if we should consider creating a YouTube page, for Julie's videos, since not all of our volunteers have Facebook (or Instagram) accounts.
 - i) There could be a link to YouTube from our web site.
 - ii) Randee and Sal will investigate this.
 - (1) If we create a Furry Friends YouTube page, we will include the information in the newsletter as well as send an email blast to our membership.
 - (2) People can sign up for notifications of new items; will need to educate some of our members on how to do this.

10) New shirts for sale

- Orders are made through Custom Ink.
- Randee reported that we have made \$174.51 on shirt sales, over 30 sales; Julie has gotten good feedback on them from her FB videos.

NEW BUSINESS

1) Ideas about restarting visits, forwarded from Dr. Barbara Lee;

- <https://www.wormsandgermsblog.com/2020/08/articles/animals/dogs/covid-19-and-pet-visitation-programs/>
- Will keep this on the agenda for the January meeting, and will discuss at a later time.

2) Cancelling web hosting account with Verio

- Our hosting account with Verio is up for automatic renewal on 12/16/2020. We have not used Verio since we moved to Wix in April 2019. (Background info, we did not get any refund/credit from them because they could not find any information about payments. This was tied to the fact that they moved from an old to a new platform, and we chose not to make that move.)
- Our domain registration will remain through Verio; that is up for renewal in July 2021.
 - i) We'll decide prior to 7/2021 whether to keep our domain with Verio, or move elsewhere.
- Downgrading from a hosting account to a domain parking account will result in the following two things:
 - i) Our old web code will be deleted. This is not an issue; we haven't used it for a year and a half. Anne also has backups.

- ii) Any email addresses from the old account will no longer work. They don't work now anyway, so this will not affect us.
- 3) Election of new board officers
- Kathy (Vice President) & Joan (President) are resigning from the board after the November board meeting, requiring election of new members for these positions.
- President
 - i) Randeel nominated Anne Tiry, Duane seconded.
 - (1) Anne will be the new president and will also handle the web site and respond to info@furryfriends.org emails.
 - (2) Joan will continue to respond to emails until Anne and Joan have a chance to talk, after the Thanksgiving holiday.
 - Vice President
 - i) Randeel nominated Sal to be on the board and to be Vice President, Kathy seconded.
 - (1) Sal will be the new vice president.
 - (2) Kathy will get with Sal to discuss the new site spreadsheet and other duties she handled.
 - Treasurer
 - i) Randeel will continue as treasurer, and will also handle secretary duties.
- 4) Randeel asked about approval for a delay on using the grant money.
- Joan said it was in August minutes. The information below is copied from the August minutes:
 - i) *We asked for an extension of the date to report fund usage.*
 - ii) *Kathy helped with letter asking for extension; grant personnel said they understood, and are willing to wait.*
 - iii) *We can use the money now if we need to; reporting date has been extended indefinitely.*
- 5) Membership renewals are due 12/1. Dues have been reduced by 50% for 2021 only.
- If members choose not to renew, they will have to rejoin as new members later, and go to the etiquette class again.
 - Tara will draft an email to the members and run past the board.
 - We will follow up with snail mail in January.
- 6) Kat is moving to East Bay, around the January time frame; she will remain on board for now.
- 7) Next meeting:
- January 26, 2021, 7:00 pm
 - Location: Zoom

Pet Assisted Therapy Services
 Profit and Loss Standard
 December 1, 2019 through November 24, 2020

	Dec 1, '19 – Nov 24, ...
Income	
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	30,281.35
Merchandise	466.06
Total Income	45,836.62
Expense	
2020 Re–educattion project	1,072.80
Volunteer Support/education	4,261.84
Accounting	599.00
Calendars	453.22
Insurance	1,604.00
license	35.00
Office	
misc	275.65
Postage	1,028.34
Office – Other	2,396.45
Total Office	3,700.44
Storage	2,868.00
Subcontractor Services	17,386.81
Volunteer Support	
Captains Meeting	10.00
Film	950.52
T–shirts, sweatshirts, band...	80.16
Volunteer Support – Other	2,835.12
Total Volunteer Support	3,875.80
Total Expense	35,856.91
Net Income	9,979.71

Pet Assisted Therapy Services
Balance Sheet Standard
As of November 24, 2020

	<u>Nov 24, '20</u>
ASSETS	
Current Assets	
Checking/Savings	
Chase Checking	54,264.56
Total Checking/Savings	<u>54,264.56</u>
Total Current Assets	<u>54,264.56</u>
TOTAL ASSETS	<u><u>54,264.56</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	22,013.03
Retained Earnings	22,271.82
Net Income	<u>9,979.71</u>
Total Equity	<u>54,264.56</u>
TOTAL LIABILITIES & EQ...	<u><u>54,264.56</u></u>