



Board Meeting

Wednesday February 14, 2018

Board Attendance: Tom Feely, Jaime Diedrich, Lisa Bunday, Al Bossen, Kathi Rastetter, Dan Johnson, and Kristine Wallace

Absent: Laurel Butman and Lydia Hamann

Staff Attendance: Sarah Holcombe, Mike Bezner and Tamara Moxon

Tom called the meeting to order at 1:00PM.

Tom introduced Dan Johnson, the new Director of DTD and board member.

Jaime moved to approve the previous board meeting minutes with the addition of her name to the Board Attendance.

Lisa seconded the motion. Minutes were approved.

Financials:

- Donations have slowed down from the mailer.
- Investment account is doing very well.
- There is a possible bequest coming in from Frances King Showers. Kathi has left a voicemail with the representing attorney.
- Al moved to approve the financial report. Kathi seconded. Financial report was approved.

Dog Services Update

- Foster Program
 - o Tamara is working on the procedures and protocols for implementing the foster program.
 - o Laura K. will be responsible for check-ins and trainings for the program.
 - o Still needing approval from Risk Management and HR
- Dog Services has hired a new communications specialist, Peter Chang, who will start Feb. 20.
- The recruitment for the full-time veterinary position should be posted next week.
- Animal Control Officer 2 is still in the que.
- House Bill 4045, which would require dogs sold in a pet store to come from an animal shelter did not pass for a vote this year but something to watch in the future.

Volunteer and Staff Appreciation event

- Thursday, February 22, 2018 from 6-8pm at KingPins. Board members are asked to arrive early to help with set up.
- Al has been working on a slideshow.
- Jaime will be making cupcakes.
- Volunteer appreciation gifts are fanny packs and drawstring backpacks.

Planned Giving Proposal

- CDF's Grassroots NW contract with Bill Weismann has ended but CDF is still seeking language to use for a planned giving brochure and website. Bill sent a proposal for this work to be completed.
- Bill's proposal will develop content needed for a revised Planned Giving brochure and for creation of a planned giving page on the CDF website. Maximum cost of \$1,200.
 - o Dan moves to authorize the contract with Grassroots NW for up to \$1,200. Kathi seconded. All in favor, none opposed. Contract is approved.

Fundraising

- Mailer update
 - o See attached documents

- Next month CDF will discuss a possible mailer for Putt for Mutts and the effectiveness of the 2016 annual mailer.
- Putt for Mutts
 - Board members are committed to each selling 6 tickets.
 - Mountain Wave Search and Rescue will be presenting this year.
 - The menu has been changed and now serving Applewood Smoked Chicken, Tri Tip and Vegetable Lasagna. Sarah will update the website.
 - Board members will continue to solicit donations. Sarah will send out the Google Doc tracking sheet again.
 - Michael Bossen donated time and resources to develop this year's promotional flyers. Red Fred Photography came in to take photos for the flyers.
 - Sarah is working on ways to better take payment at Putt for Mutts.

Future Items:

- Endowment Fund
- Continual updates from the foster program
- Budget requests will be in April

Time and date of next meeting: March 14, 2018 at 1pm at Dog Services.

A motion to adjourn was made by Al and seconded by Lisa. The motion passed and the meeting was adjourned at 1:50 PM.