

Board of Directors Meeting

Intermountain Humane Society

November 17, 2015

IMHS, 67318 US-285, Pine CO 80470

President, Cheryl Ide, called the Board of Directors meeting to order at 5:37 pm via telephone conference due to weather. Those in attendance and constituting a quorum were:

Cheryl Ide, Lauren Drabble (for ½ of the meeting), Jennifer Miller, Karla Nichols

Others Present: Lori Lombardi (Shelter Director), Natalie, Deb, Cathy, Vickie.

IMHS Mission Statement was read by Cheryl.

Jennifer motioned to approve the October Meeting Minutes, Lauren 2<sup>nd</sup> the motion, all were in favor.

Natalie mentioned that the Meeting Minutes have not been posted to Google Drive since May. Karla was assigned by Cheryl to pull all the meeting minutes and post to the Google Drive.

Shelter Highlights, Achievements, and Accomplishments were presented by Lori Lombardi. See Attachment.

No Operations to report.

Finance Report presented by Deb Hayes:

- Insurance as a whole has gone up.
- Recommendation to move funds out of 1<sup>st</sup> Bank due to FDIC Insurance. Karla volunteered to check out local bank rates for a 6 month CD for the amount of 361,011.63. This is from the Susan Glessmann (sp?) restricted funds. Restricted Program for Shelter Capital Fund.
- Shelter has a net loss of \$27,760. the Thrift Store has a net gain of \$37,433.00

Tech Committee update by Lauren:

- Still need more volunteers on this committee
- Right now Amy is the only one who can update the website
- Ken and Natalie received a great deal on a new Lap Top Computer.
- Cheryl will transfer files to google in case a computer crashes. This way everyone can have access.

#### Grants:

- Carol joined the Grant Committee
- Lauren is struggling with the time to do the research for Grants
- Nothing new in the pipeline

#### Fund Raising:

- November 21<sup>st</sup>, 2015 is the Photo with Santa at Buster's. The time is from 11:30 to 4:30. Decorating will be Friday afternoon, Dec. 20<sup>th</sup>.
- December 5<sup>th</sup>, 2015 is the Christmas Silent Auction and pictures with Santa located at Inglenook store. The time is from 11:00 – 5:00.
- Billy & Dean will be the photographers
- Staples loan a printer to IMHS for these events.
- Lauren set up an E-Card reader from Square.
- Family Vet donated 2 more certificates for a child, 14 or older; shadow a vet for a day. 1 certificate for each location.
- Colorado Gives day is December 8<sup>th</sup>, 2015. Lori to write up a paragraph and get the information out regarding this.

#### Appeal Letter:

- Jennifer has the appeal letter done.
- Cheryl to contact Ellen and have report done quickly. After this report we will know the amount of envelopes needed. We already have 4 boxes of envelopes donated.
- Conifer Chamber has a bulk mail stamp. Jennifer has permission to pay with the IMHS Debit Card.
- Recommended that volunteers / board members take home and stuff the envelopes. Jennifer to inform what date to have the envelopes returned.
- Deb to pull a list of the top 30 donators'
- The Shelter printer can do 1,000 to 1,200 copies
- Jennifer to check with Staples and UPS regarding printing the envelopes
- Becky has documented procedures from last year
- There is a manual step to check the addresses.
- Lori to get volunteers to help with the printing of the letters and to check on inserts.

#### Washer & Dryer:

- No need for a commercial washer & dryer. We already have 3 stored at Amy's house.

#### Thrift Store Update presented by Natalie and Cathy:

- Saturday, November 14<sup>th</sup>, was the 6<sup>th</sup> anniversary sale. They made 4 times the amount from last year. Total for the weekend was \$1,400.
- Cheryl stated that the discussion for what to do with the Thrift Store will be in the closed session.

Volunteer Committee:

- Total volunteer hours for October 2015 were 853.38 vs, 457 hours in 2014.

Closed open session at 7:30 pm.

Minutes submitted by Secretary, Karla Nichols.