

DRAFT

CRAN Board meeting
Sunday 7/8/18



Present: Louanne Koch (Board President), Rob McIntosh (Vice President and Treasurer), and members Stephen Parkinson, Julie Tanit, and Christina Drumm

Absent: Marci Seghetti (Secretary); Erin Barnhart (Volunteer Coordinator)
Guests: Aven McIntosh, Trudy Lynn, Carol Thatcher, Julie Mason
Christina Drumm took notes on behalf of Marcie Seghetti.

New items were added to the agenda for discussion: 1) single kitten policy; 2) United Way Day of Caring; 3) use of flea medications.

1. Meeting was called to order at 5:00 pm by Board President Louanne Kock.
2. Minutes from the previous meeting were reviewed. The following clarifying changes were made and accepted:
 - 5A - The last sentence to be changed to "Christina will ask Tracy and Haley if they are interested in managing CRAN's Instagram account." (spelling corrections and clarification)
 - 6B - add a dollar sign (\$) in front of 100.00
 - 6D - Should read "Kat Swanson and Alix Morris will staff the booth at Sunday Streets on July 29th and September 23 and ask Aven about backups." (clarification)
 - 6F - Should read "Petfest, September 29 - Stephen, table until next month." (add date)
3. Public comments: None.
4. Committee Reports
 - A. Volunteer
 - 1.) Catinental Breakfast - Stephen will spearhead, will contact Kim Konevich to help. 76 volunteers came last year.
 - B. Adoption/Foster - Louanne Koch
 - 1.) There were several kitten deaths this past month. Kittens are very fragile. Louanne will contact some of our vets to ask for info about how to best care for sick kittens so learn what we may do differently or in addition to the care we're providing.
 - 2.) Adoption Events upcoming - Kate Tryhorn will spearhead the event. Kate received a \$2000 grant which can be used for equipment as well as advertising.
 - 3.) CRAN was contacted by lady in Elmira who needs help with trapping.
 - 4.) Statistics: information supplied by Lyllian. Starting month of July with 240 cats/kittens in our care.
 - C. Surrender Team - so busy.
 - D. Medical – Christina
 - 1.) Ringworm program working well; New volunteer Madeline Campbell has been invaluable in keeping the dipping treatments going.
 - 2.) Still trying to find reliable volunteers for the medical team (it's a very demanding commitment).
 - E. Fundraising – Rob
 - 1.) Petsmart grant denied.
 - 2.) Not heard yet from Bjs fundraising event
 - 3.) Spring fundraiser about halfway to goal.
 - 4.) Santa pet photos will be scheduled for three weekends.
 - 5.) Papas Pizza Fundraising event scheduled for Oct. 11, 2018.
 - F. Working Cats
 - 1.) RV and Jess doing well in their new barn home in Creswell.
 - 2.) Milton & Elsa just released into their new barn home.

- 3.) Three Amigos (Big Grey, Jordy, and Salem) were delivered to their new home today.
 - 4.) Julie has a temporary enclosure with 3 ferals and is working on building a 10x10 enclosure for the feral staging enclosure.
5. Old Business
- A. Instagram account - Christina spoke with Tracy Livering and Tracy would love to be in charge of CRAN's Instagram page. Next steps should be to have a meeting with Rob, Erin, Julie Mason so Tracy knows who to contact if she has questions about content, how to keep the look of the CRAN feel, and how to access photos. Rob will contact Erin and see if she is available.
 - B. Sunday Streets - trick is to get good staffing Aven will send out request.
 - C. Pet Fest Discussion - We did it once or twice. It doesn't seem like a good place to recruit new volunteers There are a lot of organizations out asking for fundraising, etc. so there's a lot of competition. If the goal is community awareness then it's a big time commitment for questionable return. Decision was made to send rack cards as a way to bring community awareness to Springfield but to not staff a table.
6. New Business
- A. Financial Report - Rob gave an overview of current finances. Next month he'll do a comparison of our current expenses to our budget at the halfway point.
 - B. Rob and Aven going on vacation. Rob will be giving Marci post office box key, storage key, etc. just in case.
 - C. United Way Day of Caring is Sept 20th. It's historically been a good way to recruit volunteers.
 - D. Flea meds - Do we want to talk to adopters about which flea products to use? Maybe prepare an informational flyer about how to use flea meds properly. Stephen will head up effort to find a few people interested in putting together an informational flyer.
 - E. Jackson Galaxy program - Julie Mason. Brittany Cherry is training at North, Julie M. training in foster, Jimi is training at South. Jen Brennan and Martha Scofield are in the core team. Once a core team is trained then the other volunteers will be able to access an online portal to training techniques. Cats that get one training session are marked as "Catpawsitive". We need some way to track which cats get training because a special flyer will need to be put into their folders. Julie Mason will write up an explanation of what needs to happen when a cat that is "Catpawsitive" get adopted. Copy of application will be put into shared Google Grants folder. Erin needs to be contacted about the publicity side of this program. Julie Mason will contact Erin.
 - F. Single kitten policy - Aven provided an article about shelters that have adopted a policy of not adopting single kittens into homes that do not already have a young, playful feline. Adopters without a young playful feline already in the home must adopt at least a pair of kittens to ensure the kitten's social and psychological well-being. Louanne made a motion that we adopt a policy of not adopting a single kitten under 6 months old to a home unless there is a friendly, playful cat already in the home that is approximately 5 years or younger. Need to educate cattery volunteers, provide information about why this is a good policy, etc. Board voted to adopt this single kitten policy.
 - G. Updates from Aven:
 - 1.) Surrender team is working well with Helen and Deann alternating weeks. Julie asked about having a standard format/template for collecting information from people asking about surrender and sending a standard email to committee members.. Aven will draft and send to Julie for refinement then Aven will talk with Helen and Deann.
 - 2.) Patty Gilkes is trainer at North. Aven has asked newly trained volunteers to commit to a specific time slot and it works well.
 - H. Sign up Genius - Stephen will do all four.

Adjourned at 6:40 pm
 Next meeting August 12, 2018.