

CRAN Board Meeting
Sunday, December 12, 2021
Zoom meeting (online) 5:00 PM



Directors present: Louanne Koch – President; Julie Tanit – Secretary; Ruth Bern,
Lyllian Breitenstein, Kim Konevich, and Stephen Parkinson – members

Officer present: Rob McIntosh – Treasurer

Guests: Emily Ciscell, Jean Harman, Justin Ruffier, Emily Schnabel, Vanessa Ringgold

1. Meeting was called to order at 5:03 PM by Louanne.
2. Minutes from the meeting on 10/10/21 were read. Stephen moved to approve as submitted; Lyllian seconded; motion was approved unanimously.
3. Public comment: Justin Ruffier, Senior Director of Marketing for CARS (Charitable Adult Rides & Services), described how his firm could implement a vehicle donation program for CRAN.

Vanessa asked if there is, or could be, a CRAN directory for new volunteers and fosters to know who to call for what. She said she is very new to CRAN and it's really hard to know where to go for different things. Louanne felt that would be very useful, said that this has been worked on before then stepped away from, and that it needs to be restarted.

4. Financials – Rob reviewed the Statement of Activity and Statement of Financial Position which showed that CRAN's financial position remains strong. He explained that some activities like the GoGo Calendars might be under-reported, with revenue lumped into general donations instead of in the correct line item. He explained that this happens when gifts arrive without documentation and said that a small group will be convened to review the issue. Rob also reminded the Board that reimbursement requests are due, and that he will be closing the books on 2021 as of January 30. A proposed draft Budget for 2022 was distributed for review and later discussion.

Louanne stated that Tammy Goss will be taking over the Treasurer position and that Rob will continue to help CRAN, especially with IT matters.

5. New Business
 - a. Status of Catteries – Vanessa, co-lead for PetSmart North, stated that things are going well at North and commended Avery Stewart for her work getting volunteers for the reopening. Jean reported that PetSmart South cattery is recruiting for 1 or 2 Cattery Managers.
 - b. Key Volunteer Recruitment – Louanne stated that a TLC Coordinator is still needed, as well as other positions. She reported that Rika's position is now filled by Sandy.
 - c. Louanne stated that the December Volunteer social had been cancelled.
 - d. ShelterLuv database progress – Ruth reported that Anga Dinish would be working on the ShelterLuv transition over the winter break.
6. Committee Reports
 - a. Volunteers – Avery submitted a written report. Louanne acknowledged all Avery's hard work to staff the catteries on short notice and gave big thanks to her for her efforts.
 - b. Stats – Lyllian reviewed the 2021 Statistics and reported that in November there were 27 intakes and 52 adoptions. As of the end of November CRAN had 336 cats in care.
 - c. Fundraising – Jean reported that a variety of successful efforts are in progress including 3 Giving Trees, the Bottle Drop program and the Giving Tuesday promotions on social media. She stated that a large grant application to PetSmart had been declined.
 - d. Adoption Program – Ruth reported that 89 applications were received in November resulting in 52 adoptions. She stated that Kelly and Karrin will be Adoption Team Pitchers now, freeing her up for other tasks. Louanne thanked Ruth and her great team for re-engineering the adoption process.

- e. Marketing/Social Media Program – Lyllian reported on recent cat marketing features which were quite successful. Justin Ruffier asked about having seniors in assisted living communities foster cats for CRAN.
- f. Foster Program – Kim reported things feel okay again. She stated there is a lot of movement with holidays, vacations and students on break, and that some new foster applications have arrived.
- g. TLC Program – Ruth reported that the TNR hotel at TLC is going strong. Kim stated there are 4 cats in the ringworm program and about 7 cats in each of the other rooms. Kim reported things are going well volunteerwise, and with the Saturday vaccination clinics. She said Kate really wants to find another volunteer to be the TLC Coordinator.
- h. Surrender Team – Louanne reported that requests for help just keep coming, with more requests to surrender adult cats currently and less for help with kittens.
- i. Medical Program – Louanne stated that injured cats continue to be surrendered, including a kitten with a badly injured leg, one with a crushed tail and another with a urinary blockage.
- j. Barn Cat Program – Julie reported that applications for barn cats will be referred to independent rescuers who have barn cats to place, and that she will work with Lyllian to update the CRAN working cat program description to reflect the change.
- k. The Future! Long Range Planning Committee – Louanne stated that she is counting on Emily Ciscell's leadership to launch the committee.

7. Old Business

- a. Louanne reported that she had assessed the 4 CRAN cats fostered by Toni Ray and CCats; they are very, very shy. She stated 1 will be transferred to Toni, and that the other 3 are up to date on shots and will be posted for adoption.
- b. Stray hold procedures – no progress, no news.
- c. Next adoption promotion – Lyllian will look ahead for something appropriate.

8. Meeting was adjourned at 6:35 PM, Lyllian moved to adjourn, Ruth seconded the motion, all approved.

Next meeting will be February 13, 2022 at 5:00 PM, location TBA.

Respectfully submitted by Julie Tanit, Secretary