

CRAN Board Meeting
Sunday, October 10, 2021
Zoom meeting (online) 5:00 PM



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

Absent: Stephen Parkinson

Officer present: Rob McIntosh – Treasurer

Guests: Emily Ciscell, Jean Harman, Julie Mason, Justin Ruffier, Avery Stewart, Carol Thatcher

1. Meeting was called to order at 5:08 PM by Louanne.
2. Guest Justin Ruffier was introduced by Lyllian.
3. Additions to the Agenda: 8.b PetSmart National Adoption Event in November
4. Minutes from the meeting on 8/8/21 were read. Lyllian moved to approve as submitted; Ruth seconded; motion was approved unanimously.
5. Public comment: Julie Mason stated that Ken is the new Manager at PetCo in Gateway Mall. She said they will be looking for a new rescue partner for their adoption center and asked if CRAN wanted to apply. After discussion, she agreed to investigate further and report back.
6. Financials – Rob reviewed the Statement of Activity and Statement of Financial Position which showed that CRAN's financial position remains strong. He reminded the Board that reimbursement requests need to be submitted in a timely fashion, especially as the fiscal year is closing soon.
7. New Business
 - a. In-person Board Meeting for December was discussed. Ruth agreed to call Springfield Public Library about availability.
 - b. Avery reported that a Holiday Social event is tentatively being planned for December 4th and that Carol is leading the search for a venue.
 - c. Key Volunteer Recruitment was discussed and Avery agreed to contact Kate about the need for a Building Coordinator at TLC.
 - d. Transitioning to the Shelterluv database was discussed and Rob offered to follow up with Rika on the project. He stated that CRAN has no financial obligation until we are actually using Shelterluv.
 - e. Julie Tanit reported that cats are disappearing off the end of CRAN's website listing; Lyllian offered to contact Rob and Rika and try to solve the issue.
8. Committee Reports
 - a. Fundraising – Jean reviewed her written report, including progress on the Calendar Contest, Bottle Drop, grants, and the end of the year direct mail appeal. She stated that she wants to focus on new donor acquisition soon.
 - b. PetSmart National Adoption Event in November – Jean reviewed her proposal to have cats and volunteers at PetSmart on Willamette Drive during PetSmart's November National Adoption Event and offered to coordinate the event at South.
 - c. Stats – Lyllian reviewed the 2021 Statistics and reported that in September there were 68 intakes and 38 adoptions.
 - d. TLC Program – Ruth reported that TLC needs more volunteers, with a mom and 5 babies just starting treatment for ringworm.
 - e. Adoption Program – Ruth reported that only 84 applications were received in September, but that more were arriving recently.
 - f. Marketing/Social Media Program – Lyllian reported that she is working on the 3rd quarter newsletter, still updating things on the CRAN website, and keeping abreast of changes in FaceBook rules. She explained that Jen has not recently been available to promote cats and that she is greatly missed. Julie Mason continues to monitor the CRAN Business Page on Facebook and reported that activity there is fairly steady. Justin asked to join the next Marketing Team meeting; Lyllian agreed.
 - g. Volunteers – Avery reported that the volunteer program needs more pins and small t-shirts. She stated that she is recruiting for Cattery Managers for both PetSmart locations as well as Wags! and stated that

we need an opening date for the catteries to actively recruit cat care volunteers in the catteries. Avery and Lyllian will collaborate on an announcement for Holiday Social.

- h. Surrender Team – Louanne reported that requests for help just keep coming.
- i. Foster Program – Kim reported that we are really short on fosters and it is really hard right now.
- j. Medical Program – Louanne reported on the medical program which continues to serve both medically challenged cats like Merlot as well as cats that just need standard care like spay/neuter and basic vaccines. She reported that have been many broken legs and lots of cats with renal disease lately.
- k. The Future! Long Range Planning Committee – Louanne stated the committee might meet soon.

9. Old Business

- a. Adoption promotion – we decided to skip the September drawing promotion
- b. Catteries Reopening – was already discussed.
- c. Stray hold procedures – in Stephen’s absence, Lyllian proposed CRAN meet with entities and request an exception to the 90-day stray hold.
- d. Louanne reported that she has not yet assessed the CRAN cats being fostered by Toni Ray and CCats.

10. Meeting was adjourned at 6:37 PM, Louanne moved to adjourn, Julie Tanit seconded the motion, all approved.

Next meeting will be December 12, 2021 at 5:00 PM, location TBA.

Respectfully submitted by Julie Tanit, Secretary