



**Clackamas Dogs  
Foundation**

## Board Meeting

Wednesday Dec. 14, 2016

**Board Attendance:** Tom Feely, Kathleen Rastetter, Jaime Diedrich, Lydia Hamann, Shawn Santos, Mike Bezner, Barbara Cartmill and Laurel Butman

**Absent:** None

**Staff Attendance:** Sarah Holcombe, Kristine Wallace and Tamara Moxon

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

Jaime motioned to approve the previous board meeting minutes. Lydia seconded. Minutes approved.

### **Update:**

- Funded projects underway
  - o The Spay and Neuter program has a current balance for 16/17 FY of \$8,146 remaining. 65 altercations have been completed in 2016.
  - o Tamara and Mike updated the board on the rescue policy. Adding final touches and then sending out to current rescue partners for comments.
  - o The CDF Emergency Vet Fund has already helped out two dogs. Sam received x-rays to identify and remove two extremely large bladder stones. Sam ended up being adopted shortly after surgery. Elvira was a puppy who came in in terrible condition. She spent days at NW VCA and was transferred to Deaf Dogs of Oregon.
  - o Recruitment for the Behavioral/Trainer position is now open.

### **Financials**

- Donations are increasing with the giving season.
- We lost about \$2000 in Gail's bequest due to market fluctuations, but should come back up with the market.
- CCDS needs to bill for the Behavioral/Trainer position

### **Strategic Planning:**

- Fundraising – Tom, Lydia, Jaime, Sarah and Kathi
  - Putt for Mutts 2
  - Clackamas Doggy Pool Water Park
  - Mailer
  - Planned Giving
  - Automated deductions

### **Action Items:**

- Tom and Kathi met with an estate attorney who suggested CDF consider a part time contract person to design and implement a planned giving program. Tom asked for a subcommittee to work on developing a job description for this position and transfer \$12,500 from contingency to Contract Development Officer in the FY16/17 CDF budget. Kathi, Jaime and Tom will be the Board members working on this proposal.
  - o Barb moved to pursue the Development Officer position. Laurel seconded. Motion passed.
  - o Jaime moved to move \$12,500 from contingency and allocate to Contract Development Officer in FY16/17 budget. Laurel seconded. Motion passed.
    - Mike will send out the country contract used when Maura was contracted.
    - Jaime's husband, Shawn, will begin developing a new logo to better encompass what CDF does.

### **Fundraising:**

- End of Tax Year Direct mailer
  - o \$2,630 have come in directly with the buck slips

- Including online donations the total is \$3,275
  - Cost \$960 for mailer
  - Last year \$3,195 was raised
- Putts for Mutts II
    - Al, Sarah and Jaime took photos of their dogs to start work on the Putt for Mutts poster. Al's son Michael is donating time to work on the poster.
    - Donation request letters were delivered to the board to distribute. Sarah will also email the letters.

**Future Items:**

- Officers for the Board shall be chosen at the first regularly scheduled meeting at each calendar year according to our bylaws.

**Other Business:**

- The general public is able to donate to the CDF Emergency Vet Fund but not donate towards a specific dog.

**Time and date of next meeting:**

Jan. 11, 2017 at 1PM at Dog Services

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