



**Clackamas Dogs
Foundation**

Board Meeting

Wednesday Nov. 9, 2016

Board Attendance: Tom Feely, Kathleen Rastetter, Jaime Diedrich, Lydia Hamann and Laurel Butman

Absent: Shawn Santos, Mike Bezner (excused), Barbara Cartmill (excused)

Staff Attendance: Sarah Holcombe, Kristine Wallace and Tamara Moxon

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

Laurel motioned to approve the previous board meeting minutes. Al seconded. Minutes approved.

Update:

- Funded projects underway
 - o The Spay and Neuter program budget has been updated on the financials and now shows the correct balance for 16/17 FY of \$9,986 remaining.
 - o Tamara updated the board on the status of working with rescues and implementing a Dog Championing form for staff.

Financials

- Gail's estate has been added to the financials

Strategic Planning:

- Fundraising – Tom, Lydia, Jaime, Sarah and Kathi (bequests)
 - o Meeting has been scheduled for Nov. 28 at 8:30 am in DSB 327. Sarah will send an invite.

Action Items:

- Emergency Vet Care Proposal in support of Strategic Direction #1
 - o Kathi moves to adopt the Emergency Vet Care proposal and to move \$20,000 from contingency to a new line item, Emergency Vet Care. Lydia seconded. Motion passed.
- Adoption of Budget Amendment #1 which aligns the CDF beginning fund balance with actuals. A reduction in the current year budget of \$1,809.
 - o Laurel motioned to adopt budget amendment #1 to align CDF's beginning fund balance with actuals. Al seconded.
 - o Laurel motioned to amend the motion to adopt budget amendment #1 from \$1,809 to \$1,039 to align with CDF's beginning fund balance with actuals. Al seconded. Motion passed.
- Adoption of Budget Amendment #2 which transfers \$20,000 from Contingency to the Emergency Vet Care line item in support of the proposal to create such a fund.
 - o Laurel moves to adopt budget amendment #1 and #2. Jaime seconded. Motion passed.

Fundraising:

- End of Tax Year Direct mailer
 - o Proofs have been approved and set to mail out Monday.
 - o Credit card security codes cannot be on the same sheet of paper as credit card numbers so Sarah will have to call to retrieve codes.
- Putts for Mutts II
 - o Al, Sarah and Al's son, Michael, are beginning to work on a design for Putt for Mutts.
 - o Continue to ask for silent auction items.
- Sarah and Tom thanked everyone who attended the Happy Valley Fred Meyer opening to receive our \$1,000 donation.

Future Items:

- Ask Shawn to review CDF's online presence

Other Business:

- Sarah and Tamara will be attending the SAWA conference in Portland to learn more about navigating their way in the animal welfare world.

Time and date of next meeting:

Dec. 14, 2016 at 1PM in 301 DSB

A motion to adjourn was made by Jaime and seconded by Kathi. The motion passed and the meeting was adjourned at 1:35 PM.