

KOOTENAI PETS FOR LIFE
AGENDA FOR MONTHLY MEETING
April 16, 2025, at 3:30pm at FVCC

A. Attendance: Board members, members and others present.

B. Housekeeping:

- a. Rules
- b. Time keeping
- c. Moderator

C. Approval of Meeting Minutes for March 19, 2025.

- a. Procedure for minutes and posting.

D. Approval of Treasurer's report. – Accounting Update

- a. Procedure for treasurer's report.

E. Pending Bills:

- a. Laptop reimbursement
- b. Sindy-\$450
- c. Sara-Invioce

F. Spay & Neuter Report:

- a. Phone – 406-334-7338
- b. AC
- c. Portable Anesthetic Machine for Vet Room, \$2,000.00
- d. Spay MT June 7 & 8

G. State of the Shelter Report

- a. Stats
- b. Cat Committee
- c. Dog Committee

- i. Xena – Leslie/Megan

H. Committees Reports: New draft of the Committees List

1. Employment

2. IT

- a. Distribution of duties.
- b. Old computers and printers.
- c. Shelter management software options, create a database? – Andrew
- d. 365 teams and calendar

3. Finance

- a. CD & Checking account
- b. Quickbooks update
- c. Donation funds used update

4. Building Improvement – Grounds and Maintenance

- a. Generator
- b. New shed
- c. Gravel for kennels
- d. Cans – Crusher, operators.

5. Fundraising - Events

- a. April 26 – Run for Pets – Thank you Banner/ Poster - Teanne
- b. June 14 – Big Feelings – Teanne
- c. Other 2025 Events
- d. Yard sale?

- e. Circles the Swede-Deirdre

6. Policy

- a. Membership form
- b. Articles of incorporation and bylaws - Draft

OLD BUSINESS – Pending from prior meetings

- 1. T-shirts
- 2. Annual Meeting and Elections

New Business:

Other new business:

Adjourn

- 1. Next monthly meeting _____
- 2. Adjourn meeting