

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

- A.** Attendance: Board members, members and others present.
- B.** Approval of Meeting Minutes for June 18, 2025 (Attachment)
- C.** Approval of Treasurer's report. – Accounting Update
- D.** Pending Bills:
 - a. Sindy-\$450.00
- E.** Spay & Neuter Report:
 - a. Dr Hawkins-June-Jordan
- F.** State of the Shelter Report
 - a. Stats
- G. Committees Reports:**
 - 1. Dog**
 - 2. Cat**
 - 3. Employment**
 - a. Shelter Manager Resignation. Megans current schedule is W,TH,F,S-11am-4pm. (she is there during open hours)
 - 4. IT**
 - a. Approve IT Policy and Procedures (Attachment)

5. Finance

- a. CD —Cashed out Glacier CD at \$15,663.48 (\$6,633.00 interest)
- b. CD--New 1 year CD opened at LCCU-\$15,663.48 on June 25,2025.
- c. Checking account-separated S/N/Grant account from KPFL account. The Clinic, S/N, Vet now has its own account number and debit card. All S/N and Clinic monies in and out will come from this account.
- d. Quickbooks update-on hold
- e. Budget-on hold
- f. Treasurer position vacancy

6. Building Improvement – Grounds and Maintenance

- a. Generator-waiting?

7. Fundraising / Events

- a. June 14 – Big Feelings- made \$234.00 and sold 2 tshirts
- b. 4th of July Parade-no volunteers to help so did not participate
- c. Aust 23, Dam Days-Deirdre
- d. Circle the Swede-Deirdre
- e. BOW WOW BASH- October

8. Policy

- a. Articles of incorporation and bylaws

OLD BUSINESS – Pending from prior meetings

- 1. Annual Meeting and Elections-on hold??

2. Insurance-D&O liability insurance (board insurance)- Treva called and is still looking into this matter. Our current policy holder does not have board coverage
3. Dog panels are up- Thank you Mark and David
4. Shelves put together and totes are loaded in the shed-thank you David

NEW BUSINESS

1. Hydrant in back yard-Leslie

Other new business:

Adjourn

1. Next monthly meeting _____
2. Adjourn meeting

Kootenai Pets For Life Meeting Rules

1-Pay attention and listen carefully 2-Do not interrupt 3-Agenda items will be presented by the President.4- If you want to speak raise your hand and wait until you are called to speak 5-The President will give permission to speak 6-To act on an item, motions need to be proposed and seconded. Discussion will follow 7- State your name and limit your comments to the agenda item that is being discussed to 2 minutes or less 8- Only one person speaks at a time 9-Speak addressing the group, not an individual person 10- Use only polite and respectful communication 11-If a person is not abiding by these rules that person may be asked to leave the meeting until they can control themselves, and they are willing and able to follow these rules.