

Approved
Kootenai Pets for Life
August 20, 2025 Monthly Meeting Minutes
Held at Country Inn at 3:30pm

A. Attending: Linda Andreasen, Marge Sullivan, Bonnie Edmundson, Leslie Ferguson, Deirdre Ruark and Mark Andreasen (3:35-3:45pm).

Non-Voting Volunteers: Sindy Filler and Ben Brosius.

B. Approval for Minutes for July 16, 2025: (voted on at end of meeting when we had quorum)

Motion by Marge, 2nd by Jordan to accept the Minutes for July 16, 2025.

No discussion.

Vote: in favor 7, opposed 0. Motion carried.

Sara Sherman arrived via phone call.

C. Treasurer's Report:

Sara recapped the reissued June Treasurer's report. The year to date is the true reflection of the status. The total income for June was \$26,236.35 minus the total expenses of \$9,437.95 equals our net income of \$16,908.40.

Discussion: many wanted clarification on some of the numbers in the June report. Questions will be sent to Sara for explanation in review.

Discussion: Sara will do the Earnings Audit and send a copy to Linda.

Discussion: Sara reviewed the July Treasurer's report. The total income was \$3632.10 minus the total expenses of \$22,306.92 equals our Net Loss of \$18,674.83.

D. Pending bills:

There are no pending bills. Sara will come to the September meeting to present her bills for July and August and from then on she will submit them monthly.

Sara signed off.

At 4:05 Jordan Carlson, Tina Green and Randi Birdsell arrived.

Non-voting volunteer Joe Taylor arrived.

E. Spay and Neuter report:

Jordan reported that \$495.00 was deposited into the Spay/Neuter account. The remodel cost \$381.81 for paint and shelving. Dr. Hawkins was paid \$1483.00 for the June clinic. And \$49.02 was for Norco.

F. Shelter report:

Stats: dogs in house 9, dogs adopted 3, dogs in foster 4.

Cats in house 36, cats adopted 7, cats in foster 4.

G. Committee reports:

1. Dog:

Discussion: lately the dogs seem harder to home. Puppies and small dogs go quickly.

2. Cat:

Discussion: an outbreak of URI's in the cat room. This was caught within 5 hours of start and antibiotics administered. All seem to be recovering.

3. Employment:

Discussion: we now have new shelter management. Sydney Davis is manager, Ashley McKinzie is an attendant and Jeanette Oliveria is an attendant.

4. IT:

a. **Motion** by Bonnie, 2nd by Jordan to approve the IT Procedures.

Discussion: regarding the necessity of the overachievement on the Procedures.

Vote: in favor 6, opposed 1. Motion carried.

5. Finance:

a. Treasurer position vacancy:

Discussion: should we post the position on Facebook and/or our website? Or should we inquire internally? It's suggested we pay for a background check for qualified applicants.

Motion by Tina, 2nd by Deirdre to advertise for the Treasurer position.

Vote: in favor 5, opposed 1, abstain 2. Motion carried.

Deirdre volunteered to write up an ad to be agreed upon by the Board.

6. Building Improvement-Grounds and Maintenance:

a. **The** generator is here and installed.

7. Fundraising / Events:

a. **Dam Days on August 23:** Jordan has enough volunteers. Three dogs will be going with escorts.

b. **Circle the Swede:** Deirdre needs volunteers. The gravel bike ride will be held September 13 for 36-65 miles. It starts and ends at J. Neils Park. There will be live music at 1:00pm and camping is available. Breakfast and lunch will be available and Cabinet Mountain Brewery will be there.

c. **Bow Wow Bash:** will be held on October 11th. Randi is working with caterers. An estimate of \$19-20 a plate is the current bid. Randi will have more information on Friday and report to Linda.

8. Policy:

a. **Motion** by Bonnie, 2nd by Marge to approve the Bylaws.

Discussion: none.

Vote: in favor 7, opposed 0. Motion carried.

Copies of the Articles of Incorporation, the Bylaws and the IT Policies and Procedures will be at the shelter on Monday to be signed by Board members.

H. Old Business:

1. Annual meeting and elections:

Discussion: when should we have our annual meeting and elections?

Motion by Bonnie, 2nd by Deirdre to have on November 19th.

Nominations to be held October 15th.

Vote: in favor 7, opposed 0. Motion carried.

2. Insurance-D&O liability insurance (Board insurance)-Treva called and is still looking in the matter. Our current policy holder does not have Board coverage.

3. Hydrant:

Discussion regarding an email that was sent out to Board members for approval on cost. Marge, Edwina, Leslie, Bonnie, Deirdre and Randi replied with a Yes. No response from Tina or Jordan. An email was sent out 7-24-2025 about this decision. Leslie reports that Bruce will do it. When is unknown at this time.

I. New Business:

1. Can money:

Discussion: on average we receive \$400-600.00 per month from cans. Can/should we do something for the can crusher for all his work? Possibilities are a tip from the money, a celebrated volunteer and/or a KPFL T-shirt with volunteer of the month on it. Linda will contact his mother for approval.

2. Gravel:

Discussion: we need more gravel. Linda will ask Noble for a donation.

3. Adoption Coordinator Position:

Discussion: Deirdre is stepping down. Ben will be taking over.

4. **Ridoc:** he has recurring hydromas. The potential adopter would like KPFL to pay for the vet expenses for his hydromas. Dr. K has offered to do the vet care for the hyromas. We do not have an idea on expense. Ridoc will be reevaluated on September 25. This decision will be postponed until after the reevaluation.

Our next meeting will be on September 17, 2025 at 3:30pm at the Country Inn.

Motion by Bonnie, 2nd by Marge to adjourn at 5:07pm. Motion carried.

Minutes by Bonnie Edmundson, KPFL Secretary