

Approved

Kootenai Pets for Life

March 19, 2025 Monthly Meeting Minutes

Held at Flathead Valley Community College

A. Attending: Linda Andreasen, Marge Sullivan, Bonnie Edmundson, Leslie Ferguson, Deirdre Ruark, Teanne Johnson, Edwina Smith, Tina Green, Elaine Hammer, Mark Andreasen, Robert Edmundson, Roberta McCause, Sara Sherman, Katie Tingey and Gary Armstrong.

Non-voting members: Pam Martens and Jordan Carlson.

B. Housekeeping:

- a. Robert's Rules of Order-Simplified are to be enforced.
- b. 1 minute per person speaking
- c. No moderator

C. Motion by Robert, 2nd by Marge to approve the February 19, 2025 Minutes.

No discussion.

Vote: in favor 12, opposed 0, abstain 0. Motion carried.

D. Sara presented our income and expenses for Jan-Feb. 2025. Overall income of \$44,320.17 and overall expenses of \$22,553.94 for a balance of \$21,766.23.

Discussion about Quickbooks and cost. The desktop version of Quickbooks is \$131.00 a month or \$1560.00 a year or \$99.00 a month for web based. With an Accountant discount thru Sara we can buy Quickbooks for \$69.00 a month for web based with no cost increase. Quickbooks prices do increase occasionally. All previous files back to 2001 will be backed up and exported to Excel.

Motion by Mark, 2nd by Deirdre to have Sara purchase Quickbooks with her Accountant discount for \$69.00 a month and we will reimburse her.

Discussion: Robert mentioned that there was a risk of internet breach due to moving to the QuickBooks Online version vs QuickBooks desktop which is PC-based.

Vote: in favor 14, opposed 1, abstain 0. Motion carried.

E. Most bills are now on AutoPay. The bill from Dr. Hawkins is in review and needs updating. Katie will provide the information she has.

F. Linda gave the shelter report for February. Dogs in house were 9. Dogs adopted were 3. Dog in foster was 1. Cats in house were 30. Cats adopted were 2. Cat in foster was 1.

G. Katie gave the Spay & Neuter report for February. Community dog spays were 6, cat spays 12, dog neuters 1, cat neuters 4. Shelter dog spay 1, cat spay 1, dog neuter 2, cat neuter 0. Also done were 1 exam, 1 dental, 1 euthanasia, 8 vaccines and 6 microchips.

H. Committee Reports

1. **Finance** to be tabled until next month.

2. **IT** - the committee wants to know how much to spend on a shelter program. Shelter Boss is \$99.00 a month with forms.

Discussion that the IT Committee should talk to the Finance Committee to decide on cost.

3. **Building Improvements** to be tabled until next month.

4. **Policy** - Robert reported that they are working on aligning and updating the Bylaws/Articles and policies with Montana state and tax code. They have 6 questions they want the members to answer to

help them with direction. The Secretary will send out the questions to all the members and return the answers to the committee.

5. **Fundraising** to be tabled until next month.

Discussion about Circle Swede Gravel wants to partner with KPFL to do a mountain bike ride fundraiser on Sheldon Flats. Deirdre will contact them. A reminder that Camp Creek Coffee can offer coffee at our fundraising events.

6. **Employment** - Leslie reported that the committee took the top 5 interviewed for part-time and did on-site interviews. Since we immediately needed the help, the committee chose the hires. Two people were chosen. Megan Hessling will work Saturday-Sunday from 8:00am to 1:00pm and Ashley McKenzie will work Monday-Friday from 8:00am to 1:00pm.

I. Old business

1. Marge has modernized our logo.

Motion by Roberta, 2nd by Katie to accept the new logo.

No discussion.

Vote: in favor 14, opposed 0, abstain 0. Motion carried.

Discussion that we need new shirts with new logos and a new sign in front of the shelter. Marge will coordinate with the Fundraising Committee.

2. **Zipty** - discussion on cost. Our current billing is \$219 per month. This is for phone & internet service. Sara did an audit over the last 2 years of billings and our rate increased from \$160/month to \$219/month. Julie (the previous treasurer) mismanaged payments, issuing multiple failed payments, incurring reconnection charges and submitting double payments to bring the account into right-standing. We are also being charged for a

router. We should buy our own router. Tina only pays \$111. a month for her business. Why the difference? Mark will inquire about business vs. residential.

3. **Comp time** - Sara spoke with the Montana Department of Labor & Industry which informed her that our organization cannot exchange overtime for comp time. Legally, an employee can work overtime and be paid overtime wages or the organization can institute a PTO policy which provides earned comp time. Any overtime now needs to be approved by the Board first.

J. New business

1. Our annual meeting will be April 16, 2025. The Bylaws will be presented after review by the lawyer.

2. Nominations

Discussion that Teanne will step down from the Board.

Motion by Mark, 2nd by Edwina to nominate Roberta for the Board.

Motion by Bonnie, 2nd by Marge to nominate Randi for the Board.

Motion by Linda, 2nd by Mark to nominate Bonnie for the Board.

Motion by Bonnie, 2nd by Leslie to nominate Linda for the Board.

Motion by Bonnie, 2nd by Marge to nominate Deirdre for the Board.

Motion by Bonnie, 2nd by Mark to nominate Edwina for the Board.

Motion by Marge, 2nd by Katie to nominate Leslie for the Board.

Motion by Bonnie, 2nd by Edwina to nominate Tina for the Board.

Motion by Mark, 2nd by Bonnie to nominate Marge for the Board.

Discussion- we are looking for members who are interested in being on the Board! Bonnie will send out an email.

3. Run for Pets Poker Run April 26, 2025.

Marchette spoke about the Freedom Riders who are a charitable organization that help raise money for charities. The Freedom Riders along with the Igniters are sponsoring the ride. It starts at the Switchback with check-in at 10:30am. There is a fundraising auction after the ride at the VFW. All are welcome and encouraged to participate. She has already collected many baskets and auction items. The IT committee will post on Facebook. Volunteers are needed at Switchback and to help at the poker run stops. Teanne will coordinate with Marchette.

4. Spay Montana June 7-8, 2025

Discussion that we are now looking at Libby High School or Plummer High School for the clinic. Kaiju is donating food. The clinic will also offer vaccines and microchips. Dr. Griffiths will be the follow-up vet. Any questions contact Linda or Deirdre.

Robert and Elaine left the meeting.

5. Xena - needs to find a home. Leslie has found and contacted Recovering our Akita Rescue which advertises Akitas online.

Motion by Bonnie, 2nd by Edwina to ask them to put Xena on their site.

No discussion

Vote: in favor 10, opposed 1 (Teanne), abstain 0. Motion carried.

6. Spay & Neuter phone

Discussion that google voice is free. We a cell phone has been donated for the clinic program and set up a voicemail. Only the Spay & Neuter workers would have access. That will help lessen the calls to the shelter.

Motion by Bonnie, 2nd by Katie to buy the cell phone and use google voice for the Spay & Neuter voicemail.

Vote: in favor 11, opposed 0, abstain 0. Motion carried.

7. **Circle Swede Gravel Ride** - see H5

8. **Electric can crusher**

Discussion that our crusher died. A new pneumatic one has been ordered.

Pam and Gary left the meeting.

K. Financial matters

a. **Gravel for kennels**

Discussion that we need new gravel for the kennels. It will cost approximately \$200.00 per load.

Motion by Teanne, 2nd by Deirdre to buy gravel.

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

b. **Portable Anesthetic Machine for the Vet Room**

Discussion that this will help the vet to be able to do more spay/neuters. The money will come out of the Spay/Neuter fund.

Motion by Teanne, 2nd by Bonnie to purchase the machine for \$2000.00.

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

c. **Sindy Filler invoices**

Discussion - we have been offered a new contract with Sindy. Her normal fee is \$60.00 per hour minus 25% for us equals \$45.00 per hour. She will bill for no more than 10 hours a

month and will provide unlimited services according to her availability. March will be retroactive to this rate.

Motion by Bonnie, 2nd by Teanne to pay Cindy's bill and to accept her new rates as needed.

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

d. Vet room air conditioner and update

Discussion that the air conditioner no longer works. The room also needs spackling and paint. It's requested that the air conditioner be moved to the other window. The cost should be no more than \$1000.00. The IT Committee will put a request on Facebook for a new air conditioner. The remaining funds will be taken from the Spay/Neuter fund.

Motion by Bonnie, 2nd by Katie to go forward with the repairs and the air conditioner to the vet room.

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

e. See above.

f. Teanne presented that Todd Sines is working on coordinating with Libby and Eureka animal shelters with an organization called Big Feelings. They are hosting a festival called Screaming Brains which includes music and other events in Troy on June 14, 2025. He would like to have us bring animals there. Concern was voiced that the animals are not surrounded by loud music. Teanne will coordinate with Todd. The purpose is mental health awareness.

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

g. Our Sands grant.

Discussion that Linda will talk to the County Shelter to see what they are doing about spay & neuter.

Adjourn

1. Our next monthly board meeting is April 16, 2025.
2. **Motion** by Bonnie, 2nd by Mark to adjourn at 6:00pm.
Vote: in favor 7, opposed 0, abstain 0. Motion carried.

Minutes by Bonnie Edmundson

KPFL Secretary