

Approved

Kootenai Pets for Life

November 19, 2025 Annual Meeting Minutes

Held at the Country Inn at 3:30pm

- A. **Attending:** Linda Andreasen, Marge Sullivan, Bonnie Edmundson, Deirdre Ruark, Leslie Ferguson, Edwina Smith, Jordan Carlson, Tina Green, Randi Birdsell, Joe Taylor, Sara Sherman, Erin Taylor, Mark Andreasen and Ben Brosius.

Non-voting employee: Sydney Davis.

- B. **October meeting Minutes** approval:

Motion by Deirdre, 2nd by Jordan to approve the October 15, 2025 Minutes.

No discussion.

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

- C. **Financial report:**

Our Accountant discussed the financial report. The total income for October was \$23,493.21 minus the expenses of \$16,437.90 equal a net income of \$7,055.31.

No discussion about the report.

Discussion about our donations from PayPal and Facebook not being reported to the Secretary for thank you letters. Our Accountant will note and report to the President or Secretary these donations. If necessary, the Secretary will write an email to forward to the Manager to send to the donor for appreciation if no address is available for the donor.

D. Pending bills:

1. The bill for our Accountant is \$690.00 for October.
2. The bill for Bruce Broden is \$771.00 for materials only. Labor was not charged. This has been paid.

Tina Green arrived at 3:50pm.

3. **Our annual insurance** policy is \$8,134.00.
4. **Formula Fabrication** yearly maintenances is \$360.00.

Motion by Bonnie, 2nd by Jordan to pay our bills.

Discussion about if we should investigate reducing our annual insurance policy amount.

Discussion that Jordan will write a policy/procedure about tracking our hours and reporting them.

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

Randi Birdsell arrived at 4:00pm.

E. Clinic Spay/Neuter report:

Jordan's report shows that there were 9 public dog neuters and 3 in-house dog neuters. There were 2 public dog spays. For cats there were 4 public cat neuter and 7 public cat spays. For cats in-house there were 4 cat spays. Vaccines for the public were 16. Rabies for the public were 20, in-house were 14. Microchips for the public were 4, in-house were 7. There was also one eye extraction.

Discussion: Dr. Hawkins does not want to use the new anesthesia machine. Spay/neuter is going to be postponed for a while and volume

reduced in the future. No vaccines for the public are to be done unless she is at the shelter.

F. Shelter stats:

Linda reported that at the end of October we had 11 dogs in house, 2 dogs adopted, 3 dogs in foster and one returned to owner. Cats in house were 36, cats adopted were 5 and cats in foster were 6.

G. Committee reports:

1. **Dog:** discussion about applications, fosters and owner returns.
2. **Cats:** discussion about cats that were sent to Kalispell shelter.
3. **IT:** discussion that we are waiting for fiber optics. It could be as long as next summer before it is available. Currently we pay \$241.00 a month, when we get the fiber optic cable it will be \$120.00 a month. That will be a savings of \$121.00 a month with faster service.
4. **Employment:** the part-time position has been filled.
Discussion about a pay raise for employees. Besides the wages we pay for Workman's Compensation and Unemployment. We are a 501C3, not government and not a given for funding the expense. We should first get back to fundraising so we can have a budget for wages, etc. Our focus should be on volunteers and donations resources, acknowledging and rewarding, finding and organizing.

Sydney Davis arrives at 4:45 pm.

Motion by Bonnie, 2nd by Edwina to organize a fundraiser in February.

Vote: in favor 13, opposed 0. Motion carried.

Joe and Erin Taylor left at 4:55pm. Both voiced in favor of all new Board nominees and of President, Vice President and Secretary nominees.

5. Building Improvement:

- a. Both our generators are in service.
- b. Hydrant – see D 2.

6. Fundraising/Events:

- a. The Halloween party was a success!
- b. Library event was a success with the cats. No applications.
- c. Open house: should we persue? First we should examine the cost involved and the resources needed.

7. Policy/Procedure:

- a. Youth volunteer Policy/Procedure was presented last month.

Motion by Bonnie, 2nd by Marge to approve.

No discussion.

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

H. Old Business:

- 1. **Youth Volunteer P/P:** see 7a.

2. Board nominations:

Jordan Carlson for President

Vote: in favor 13, opposed 0. Position filled

Linda Andreasen for Vice President

Vote: in favor 13, opposed 0. Position filled

Bonnie Edmundson for Secretary

Vote: in favor 13, opposed 0. Position filled

No nominees for Treasurer

Ben Brosius for Board member

Vote: in favor 13, opposed 0. Position filled

Joe Taylor for Board member

Vote: in favor 13, opposed 0. Position filled

Deirdre Ruark for Board member

Vote: in favor 13, opposed 0. Position filled

Edwina Smith for Board member

Vote: in favor 13, opposed 0. Position filled

Leslie Ferguson for Board member

Vote: in favor 13, opposed 0. Position filled

Tina Green for Board member

Vote: in favor 13, opposed 0. Position filled

Randi Birdsell for Board member

Vote: in favor 13, opposed 0. Position filled.

Next meeting will be on December 17, 2025. Location to be announced.
Party or meeting not decided at this time.

Meeting adjourned at 5:10pm

Minutes by Bonnie Edmundson, KPFL Secretary

