



# West Coast Dog and Cat Rescue

PO Box 72401, Springfield, OR 97475 - (541) 225-4955  
westcoastvolunteer@gmail.com [www.westcoastdogandcat.org](http://www.westcoastdogandcat.org)

Board Agenda

Café Yumm

October 9, 2016 - 5:00pm

1. *Meeting called to order at 5:07*

Present: Board: Mary Sooh, Louanne Koch, Tarah Campi, Lyllian Breitenstein

Absent: Alix Morris

Others Present: Christina Drumm, Julie Tanit

2. *Minutes of last meeting approved: Louanne moved, Mary seconded*

3. *Old Business*

a. *Foster Committee & Cat Report – Louanne:*

At the end of September 303 cats in our care

Total intake to date: 573

If intake continued at the same pace to the end of the year, we could take in 700 cats.

b. *Planning for Your Cat's Future -roll out – Mary*

Everything is ready to announce the program. Concern has been brought up by Rob regarding managing the money given as a deposit for the program. Suggestion was made to not ask for an initial deposit. This was discussed and it was agreed to table it and discuss it further next month.

c. *Update on Rebranding - Aven*

Aven was not present.

d. *Marketing for Special Needs Cats- update – Lyllian*

No progress on this in the past 2 months. Volunteers needed to help implement.

e. *Pets on Petfinder – Lyllian*

Lyllian and Beth are the two people doing Petfinder entries, primarily Beth with Lyllian doing backup. Lyllian developed both instructions for fosters to write bios and get photos and a questionnaire for those that don't want to write a bio that can assist the person putting on Petfinder. Louanne will add to Foster Handbook. Talked about having fosters check-in. Really need more volunteers for this but those doing it don't have the time to train.

f. *Strut Your Mutt – Lyllian*

Lyllian, her husband and dog attended Strut Your Mutt on Sept. 10. It was a well-attended event. WCDC earned \$1140 through mainly sharing on social media. Lyllian thinks WCDC should consider having a 5K event as a fundraiser locally.

g. *Succession Planning – Beth – Louanne*

Discussed the need for getting volunteers to assist with some of the tasks Beth is currently doing to give Beth some relief and to help with succession planning. Louanne and Lyllian will come up with a rough draft of the tasks Beth is performing for the next meeting as a first step in this process.



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## h. *Storage Units*

We have two storage units at this time: 330 has litter and food, 325 has everything else including carriers, condos, banners, PR materials, etc.

## i. *Papa's Pizza – Tarah*

WCDC raised \$966 at the recent Papa's Pizza fundraiser. Tarah would like to step it up next time (we get two opportunities next year) and have a goal of \$2000.

## j. *Sunday Streets – Alix*

Alix absent but the reports are that Sunday Streets was very successful and that there was a lot of interest in WCDC. Cat Advice Booth was very popular.

## 4. *New Business*

### a. *Financial Report* Reviewed for August and September.

### b. *Policy review – indoor/outdoor*

A complaint was received from a potential adopter that was going to have their cat go outdoors. Although many of our cats are adopted to indoor only homes, WCDC does adopt cats to indoor/outdoor homes on a case by case basis for cats who have been indoor/outdoor cats or are determined to be good candidates for these situations. Home evaluations are usually to determine if it is safe environment for a cat to go outside. It was determined no changes are needed at this time and policies will be reviewed with adoption counselors.

### c. *Oregon Gives signup – Mary* We are signed up for Oregon Gives. People can go to the Oregon Gives website and WCDC will be one of their choices for making a donation. No pr push is intended.

### d. *PetPlan insurance – Mary/Lyllian*

Mary was approached by PetPlan to offer 30 days free insurance to adopters. It was determined that this would be unmanageable but that we do want to let adopters know about pet insurance. Lyllian will create an information handout to include in the adoption packet by December that includes a several insurance options for people to consider.

### e. *Pound Wishes (Moonshine) – Mary*

Another crowdfunding tool. Mary used for Moonshine and received several donations. Pound Wishes also lists pets for rescues and Mary will send information to Lyllian to look into for using in marketing cats.

### f. *Adoption Contract changes – Louanne/Tarah*

We had a cat returned that had a tendonectomy. It was agreed to add that both declawing and tendonectomies are not allowed on the contract (Louanne moved, Lyllian seconded). Vote was unanimous.

Tarah brought up concerns with our contract brought up by an adopter who is a paralegal:

- Difficult to keep address up to date. Change to "Make best effort" to keep address up to date.



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- Felt that it would be appropriate to give cat to friends/family when dies or a catastrophic event. All agreed. It really means not to give cat to an unknown third party.

## 5. *Other Business*

### a. *Calendar report – Tarah*

Recent events:

Day of Caring was great.

Sunday Streets

Papa's Pizza

Strut your Mutt

Upcoming:

Petsmart South –

Rotary Club presentation– December 8

Newsletter by Nov. 1<sup>st</sup>

## 6. *Adjourn 6:45*

*Executive Session*



10/6/2016

#### Financial Notes

Since there was no board meeting in September the attached statements include all expenses and income in August and September.

#### Statement of Activity

- As usual the number highlighted in the lower right represents the difference, positive or negative, of Income vs. Expenses. Essentially during Aug and Sept we took in \$268.70 more than we spent.
- The elephant in the room is Medical. \$15,631 for the 2 months. This includes WAG. I am not suggesting that we can do anything about these costs, except to be aware that approx. \$260 per day is required to maintain our responsibilities to our furry charges.

#### Statement of Financial Position

- Just a note about Liabilities. We have none. We have no debt, all the bills are paid and we have almost \$31,000 in the kitty. (no pun intended)

All in all I am continually encouraged by our fiscal position.

Robert McIntosh  
Treasurer  
808-895-7812

**West Coast Dog & Cat Rescue**  
**Statement of Activity**  
 August - September, 2016

	Admin	Adoption	Foster	Fundraising	Grants	Medical	CATTastic Wkend	Spring Campaign	Total Special Events	TOTAL
<b>Revenue</b>										
Donations				6,722.87	2,500.00		142.00	75.00	217.00	9,439.87
Fees-Adoption		8,910.00							0.00	8,910.00
Fees-Surrender		100.00							0.00	100.00
Misc Income	0.21			27.31					0.00	27.52
<b>Total Revenue</b>	<b>\$ 0.21</b>	<b>\$ 9,010.00</b>	<b>\$ 0.00</b>	<b>\$ 6,750.18</b>	<b>\$ 2,500.00</b>	<b>\$ 0.00</b>	<b>\$ 142.00</b>	<b>\$ 75.00</b>	<b>\$ 217.00</b>	<b>\$ 18,477.39</b>
<b>Gross Profit</b>	<b>\$ 0.21</b>	<b>\$ 9,010.00</b>	<b>\$ 0.00</b>	<b>\$ 6,750.18</b>	<b>\$ 2,500.00</b>	<b>\$ 0.00</b>	<b>\$ 142.00</b>	<b>\$ 75.00</b>	<b>\$ 217.00</b>	<b>\$ 18,477.39</b>
<b>Expenditures</b>										
Advertising	300.00								0.00	300.00
Food			231.60						0.00	231.60
Legal & Professional Fees	65.00								0.00	65.00
Medical Veterinary		717.60				15,244.76			0.00	15,962.36
Medicine						387.17			0.00	387.17
PayPal Fees		83.99							0.00	83.99
Print/Photocopy	46.50								0.00	46.50
Rent or Lease	25.00								0.00	25.00
Supplies	68.98	44.24		120.05			408.24		408.24	641.51
Telephone Service	20.56								0.00	20.56
<b>Total Expenditures</b>	<b>\$ 526.04</b>	<b>\$ 845.83</b>	<b>\$ 231.60</b>	<b>\$ 120.05</b>	<b>\$ 0.00</b>	<b>\$ 15,631.93</b>	<b>\$ 408.24</b>	<b>\$ 0.00</b>	<b>\$ 408.24</b>	<b>\$ 17,763.69</b>
<b>Net Operating Revenue</b>	<b>-\$ 525.83</b>	<b>\$ 8,164.17</b>	<b>-\$ 231.60</b>	<b>\$ 6,630.13</b>	<b>\$ 2,500.00</b>	<b>-\$ 15,631.93</b>	<b>-\$ 266.24</b>	<b>\$ 75.00</b>	<b>-\$ 191.24</b>	<b>\$ 713.70</b>
<b>Other Expenditures</b>										
Other Miscellaneous Expenditure	375.00			70.00					0.00	445.00
<b>Total Other Expenditures</b>	<b>\$ 375.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 70.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 445.00</b>
<b>Net Other Revenue</b>	<b>-\$ 375.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>-\$ 70.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>-\$ 445.00</b>
<b>Net Revenue</b>	<b>-\$ 900.83</b>	<b>\$ 8,164.17</b>	<b>-\$ 231.60</b>	<b>\$ 6,560.13</b>	<b>\$ 2,500.00</b>	<b>-\$ 15,631.93</b>	<b>-\$ 266.24</b>	<b>\$ 75.00</b>	<b>-\$ 191.24</b>	<b>\$ 268.70</b>

**West Coast Dog & Cat Rescue**  
**Statement of Financial Position**  
As of September 30, 2016

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
PayPal Bank	-110.37
PCB Checking	26,837.61
PCB Savings	4,164.44
<b>Total Bank Accounts</b>	<b>\$ 30,891.68</b>
<b>Other current assets</b>	
Undeposited Funds	0.00
<b>Total Other current assets</b>	<b>\$ 0.00</b>
<b>Total Current Assets</b>	<b>\$ 30,891.68</b>
<b>TOTAL ASSETS</b>	<b>\$ 30,891.68</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Retained Earnings	24,561.64
Net Revenue	6,330.04
<b>Total Equity</b>	<b>\$ 30,891.68</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 30,891.68</b>