

Friends At Your Metro Animal Shelter (FAYMAS)  
Board Meeting Minutes  
Sunday, July 17, 2016  
Home of Bonnie King 10 am

**Attendance - Board Members:**

Bonnie King, President  
Chris Lynch, Vice President  
Jen Waalkes, Treasurer  
Liz Roberts - Public Relations  
Judy Bucholtz, Secretary

**Call to Order: 10:26 A.M.**

**Minutes:** June 5, 2016 Board Meeting (emailed). Approved.

**Reports**

- Treasurer – Jennifer Waalkes
  - Current Bank Balance \$8228.43
  - 2016 Budget Update - Reviewed May & Cash Forecasts
  - Discussed Square use and need for multiple logins. Jen is looking into modifying the icons in the Square app to be more user friendly.
- Vice President – Chris Lynch
  - Update Dog Walk – Meridian at Stone Creek: 9/17 from 10:00 A.M. to 3:00 P.M. Prior vendors are "grandfathered" in at last year's rates (\$25 or \$35 depending on tent size). There is a 40% occupancy rate at Meridian at Stone Creek which should help to encourage vendor participation. The cost for vendor participation this year for new vendors will be: 10x10 Tent - \$35, 10x15 - \$45, 10x20 - \$55.
  - Update non-skid strips for slippery dog run - Need consistent warmer weather to apply the paint.
  - Microchip Clinics - Nicki agreed to hold on Wednesday or Thursday when they have a full staff. Microchip clinic can be advertised on "Pet Point" (Metro's system for record keeping). **Voted and Approved** to hold clinic once per month for 2-3 months.
  - Other ideas for goods and services for shelter were discussed. It was **Voted & Approved** to purchase a dishwasher. FAYMAS will purchase directly to include delivery, installation & warranty.
    - Other ideas that will directly benefit animals were discussed: Subsidizing other adoptions (i.e. black cats, cats with yellow eyes, all cats or dogs, 3 + years old). On occasion pay or reimburse for Puyallup Valley or South Hill Vet spay or neuter for a month, or pay for emergency visits to Sumner Veterinary. It was decided to wait until fall budget.  
Jen suggested paying for certain foods when Metro runs short.
- Public Relations – Liz Roberts
  - Membership number: Current Active Members - Forever Family 39, General 43, Senior 10, Student 2, Corporate 1 = 95 Total
  - Member referral project: Liz will research how to track referrals.  
It was suggested to add a field to membership form: "How did you hear about us?"  
Instagram, Facebook, Friend, Other (event)
  - FAYMAS.org website banner redo/ Offer of free membership as thank you: Liz and Chelsea are working on it. Should be ready end of August or September.
  - Review of Wild Apricot mobile app: Wild Apricot has been contacted. Liz will have a mobile site and September is the goal.

- FAYMAS FB Google Analytics: 75.2% new visitors to FAYMAS website. Average viewing session was 2 minutes.
- Assist with posting of RealTimes videos to FAYMAS FB page (Bonnie request). A date was set.
- Liz will also post new calendar sponsors' information and links on Facebook. .

### **Unfinished Business:**

- 2016 FAYMAS Activities spreadsheet. (Handout) - reviewed
- Calendar Proof: \$3050 total amount received from corporate sponsors, \$675 received from FAYMAS members (pictures in the calendar).  
It was also suggested to add mailing cost to be built in to cost of calendar when orderd from the website..
- Remaining Tractor Supply Event Dates (10-2; setup at 9:15)
  - July 23<sup>rd</sup>. (Bonnie K, Bonnie H)
  - September 3<sup>rd</sup>.
  - November 19<sup>th</sup>
- Other Events needing help;
  - Hounds on the Hill, August 20<sup>th</sup> (10am – 3 pm; setup before)
  - Meridian at Stone Creek, September 17<sup>th</sup> (10am – 3pm; setup before)

### **New Business:**

- Board member bills presented for review, approval & payment. Chris was reimbursed \$157.70 for Capstar and vet expenses for kitten.
- Girl Scout donation of \$500 received.
- Creativ-T – providing free FAYMAS T shirts and will be added to FAYMAS Facebook likes
- Pacific Days resulted in over 100 at the table given cards and \$16 in cash donations.
- Recap Metro Animal Services board meeting – 7/13 - Mark is doing door to door checks for licensing, recording addresses and leaving a warning. Goal is to sell more licenses.
- There was a brief discussion of FAYMAS board members helping at Metro events
- Chris had key ring & lanyard samples. Cost of Key ring - \$2.50 (sell for \$5) and cost for Lanyard \$3.50 (sell for \$7). FAYMAS Logo can be set on outside and website on other side/inside. It was **Voted and Approved** to order 20 of each.
- Bonnie will design a poster and stand for calendars that will be dropped off for sale with certain outlets (i.e. Sumner Veterinary Hospital, Big Daddy's, PVVC)
- Board Meetings: 10 am at home of Bonnie King
  - August 7
  - September 17 immediately following Dog Walk at Meridian at Stone Creek
  - October 2    November 6    December 4
- Other: Jen knows an intern, Daniel Yaron at T Mobile who is interested in helping FAYMAS. He has an accounting background and will be asked to attend the next meeting.

### **Adjourn. 12:20 P.M.**

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Bonnie King, President

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Judy Bucholtz, Secretary