CALL TO ORDER
Priscilla Parker called the meeting to order at 6:00 PM.

PRESENT EITHER IN PERSON OR ON THE PHONE:
Carol Borden, Chris Borden, Ann Larkins, Gerry Petrone, MJ Brandt, Priscilla Parker, and Paul Bertram. Debbie Foor also attended the first part of the meeting.

MINUTES FROM THE MAY ANNUAL BOARD MEETING:
Motion made by Priscilla Parker to approve the minutes from the annual meeting. Chris Borden seconded. All voted in favor.

DEBBIE REPORTED ON ADVISORY COUNCIL MEETING:
(See attached minutes from their meeting.)

PRESIDENT’S REPORT:
There is none as Karen Galmiche is unable to attend the meeting.

TREASURER’S REPORT:
Ann Larkins read the financial statement. (See Attached). Deficits explained by Carol as some late deposits that were not reflected in the report.

VICE PRESIDENT’S REPORT:
Priscilla discussed the need for frequent communication with our donors. Each contact would not necessarily be to solicit funds. This will keep our name uppermost in their minds. Priscilla’s goal is to send a postcard to our donors after the first of the year. Hopefully we can send emails out just to update donors on what we are doing/accomplishing.

FACILITIES/MAINTENANCE OPERATIONS:
Chris reported on the status of the new property. He is wanting to put in a submersible well at the farm. We need to keep in mind that all we do at the farm impacts resale value. Chris plans on changing dog food every six months to rotate the protein source. We are adding greens as well. Chris has made all the cold weather preparations such as getting hay, etc. He also conducted a hurricane drill that went very well.
HUMAN RESOURCES REPORT:

Mary Jo shared that the HR component on ADP costs $25/month. This service provides us with live professional help. We have approximately 34 employees. Seven employees have taken advantage of our 401K and five have signed up for health insurance. All of our procedures and processes are complete. We follow all labor policies and especially with the discharge of employees. Our audit is complete without any issues being noted. After the report is reviewed and approved, it will be sent on to the board.

BUSINESS PROGRAM NON-PROFIT EXPERT:

Priscilla reported on her research. We are listed with Guide Star and Charity Navigator. We will send in the missing audit to be listed on Charity Navigator. We already receive the highest rating which is platinum level on GuideStar. Priscilla discussed the attributes of 14 thriving organizations. The top 3 are retention of employees, excellent CEO and executive team and communication within and with donors. Much of what was discussed, we are already doing such as sending thank notes to all donors, quarterly reports to sponsors, monthly newsletter and stewardship program.

COMMUNICATIONS/MARKETING:

See attached report. We have a great presence on social media.

BEREAVEMENT:

Gerry is sending cards to those who have lost dogs. Mary Jo is to get with Bernadine to give her pictures of Sarge so that a bereavement card can be created to send out.

LEGAL EXPERT:

Karen is not at the meeting so therefore no report.

FIRST AID:

Priscilla and Gerry will put on a program for the staff in December. Carol to find out who already has CPR training and the type of training. It also needs to be decided who will receive this training. Priscilla will check with Mr. Stegall at Williston Fire Department to see if we can borrow their mannequins.

DISASTER PREPAREDNESS:

Chris reports that we have everything in place should a disaster happen.

BUILDINGMATERIALS/TRADE SHOWS:

Paul reported on shows that he has attended and contacts he has made. He feels sure that most building materials will be donated but he needs a list of what is needed. He attends as many veteran organizations as he can and joins when feasible. He discussed the impact when a
presentation is given with a recipient/dog team there. He discussed the Castleberry group that has 700 members. There was also an article in the Orlando Sentinel discussing GAMSD.

**CEO REPORT:**

Carol stated that we have hired a new company to complete our audit (see COO report). 77% of our monies is spent on the actual program.

Carol discussed the new prison program. New apprentices will be accepted each quarter. The VA has approved the apprentice program for the veterans.

We have a grant application for $xxx,xxx to bring the program to Mercer, PA prison. We have hired someone there to oversee and cut down travel expenses. The senator is very interested in keeping this program going long term as a pilot program.

The Passing of the Leash ceremonies in PA and Mi went well. The Florida ceremony will be December 1st. We will have 4-6 recipients walking the stage to symbolize all of the pairings we have done which will decrease the amount of time. Our keynote speaker is the mom of one of the Parkland shooting victims.

The PA surveys have all been completed and we expect good news from the zoning board meeting tonight. This is an expensive endeavor costing over $100,000 to complete all of our surveys and borings in order to do our due diligence to be sure the land will sustain our campus.

We will begin serious work on the Florida campus early 2019. A meeting was held with the Dunlaps which was very productive. We will know after January how much they will be willing to donate to us this year.

Carol interviewed a potential development person for Michigan that could help us bring in more big dollars there.

A contact from AUSA in Maryland will be flying down after Thanksgiving. This will possibly lead to a FT development position as this person has many contacts throughout the military.

Our employee Christmas party will be help on 11/30 at 1pm.

We have hired a Vet Tech Manager, Hannah, who is excellent.

Carol was awarded the 2018 Corporate Pet Industry Woman of the Year (an $86 billion industry) at a ceremony in Philadelphia.

Carol and Debbie went to NYC for an interview on the FOX Business network with a program called New on the Street, which turned out to be a disaster as they never did the interview. She will be sending a letter to the FCC.
Carol attended 14 events this past quarter and was on the road approximately 70 out of 90 days to help us fundraise and move our PA campus forward.

She met with the manager and one of the BOD members of the Grosse Pointe Yacht Club who would like to hold a fund raiser for us in 2019. This is very big, old money similar to Naples.

We are handing out brochures for the Paw Prints Club to build our automatic monthly giving program.

We were the charity of choice for a kick off event that the Pittsburgh Steelers held and won $5,000 first place prize.

We will be doing inventory.

Karen Hilburn was the lady that originally complained about our BOD and wanted her donation back, but she is now happy as we have been sending her updates.

There being no further business to discuss, meeting was adjourned at 8:00p.