

**THE CAT WELFARE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANUARY 18, 2022**

**Held virtually via Zoom**

**MINUTES**

**In attendance:**

- Board members: Amy Borrer, Sue Godsey, Brenda Martin, Jay Mathew, Lisa Strickland, Katie Thomas
- Others: Helen DeSantis, Jennifer Howell, Anne Riley, Linda Schellkopf

President Katie Thomas called the meeting to order at 7:01pm.

**Agenda Items/Points of Discussion**

- Consent Agenda
- Shelter Report
- Old and New Business

**Decisions and Reports:**

1. The Consent Agenda was approved.
2. Shelter Report:
  - There were 69 adoptions in December 2021; 768 total adoptions in 2021.
  - Adoptions in 2021 were 8% higher than in 2020, and at 68% of pre-pandemic adoption numbers.
  - The shelter continues to find success balancing intake with adoptions, allowing it to maintain a healthy environment while accepting as many new cats as possible.
  - The shelter is following CDC covid guidelines for staff and visitors.
  - The shelter has made styrofoam coolers and straw available for the public to make outdoor cat boxes; Jay Mathew offered to make a video of how to make winter boxes.
  - A new litter provider has been found for the shelter.
  - The annual cat count was completed in January to ensure each cat in the shelter is properly recorded in the Shelter Buddy management system.
  - Two new part-time staff members are joining the shelter team, an animal care technician and a vet tech.
  - The #BettyWhiteChallenge was a success at bringing in additional donations to the shelter.
  - CWA is slated to receive 10% of proceeds from the Amazing Cat Show, held earlier in January.
  - New volunteer orientation is scheduled for Thursday, January 20, 2022.
  - The shelter will be sharing information about Cat Welfare at Captivating Canines in February and March.

### 3. New Business

- Katie Thomas set up a Google Drive folder for Board members to access Minutes and other documents regarding Board activities.
- Board orientation: Helen DeSantis reviewed the Board of Directors' Handbook.
- Strategic planning: Katie Thomas presented a proposed strategic planning outline.
- Brenda Martin raised the issue of *ex officio* members; the Board decided to defer this issue to the February meeting.

### 4. Action Items

- All Board members must sign the Board Member Commitment Contract and submit to the Board Recording Secretary at the next in-person meeting.
- Board members should come to the next meeting with ideas of which committees they would like to serve on.
- Board members should send any questions they have regarding the Board Handbook or Bylaws to Helen DeSantis and Katie Thomas in advance of the next meeting.
- Board members should send suggested questions for audiences identified in the strategic plan outline to Katie Thomas and Helen DeSantis by February 10.
- Board members should work to identify possible grant opportunities that could benefit the shelter.

Board President Katie Thomas adjourned the meeting at 8:43pm.

Respectfully submitted,  
Amy Borrer  
Recording Secretary