

# Piney Mountain Foster Care, Inc.

## Meeting Minutes

**September 5<sup>th</sup>, 2020**

Location: Conference room of Smoky Mountain Home Health & Hospice

Meeting was called to order at 9:00 AM. In attendance were:

Marie Bittinger (presiding) President/Secretary

Pam Knudson (Treasurer)

Helen Duvall (Board member)

Dennis Dekker (Board member)

Dr. Courtney Phillips (arrived late) (Board member)

Doug Bittinger (guest)

No absentees

## Administrative

Minutes from the June Board meeting were reviewed and approved with the stipulation that Dennis and Stacy Dekker need to be added as guests.

**Motion made by: Pam, Seconded by Helen, verbal vote taken, motion carried.**

Financial reports for June, July, and August were reviewed and approved with the stipulation that Doug would check to be sure the reported cash donations for August are correct. Dennis pointed out that the reported amount is 3 times what is usual on a monthly basis.

Once he got home Doug checked and found that the figure is correct and attributable to a sale of lumber from the kennel building and several expense reimbursements from related rescues.

**Motion made by Helen, seconded by Pam, verbal vote taken, motion carried.**

## Reports/Old Business

Dennis reported on the two adoptions since the last meeting and discussed a successful program roll-out.

Doug reported on the disappointing Community Food Bank effort for dog food received from Second Harvest via Sunset Gap community center and distributed by Friends Animal Shelter. Food has not been available consistently or in sufficient quantity to supply the need.

Doug reported on the results of an extensive search for Professional Liability Insurance and the costs.

The Board reviewed the July called meeting concerning foster home minimum standards and the related forms that were generated or need to be generated.

The Board reviewed the Board Luncheon in July where Dennis was accepted as a Board member and installed as Adoption Coordinator and Helen was installed as Foster Home Coordinator.

## **New Business**

### **COVID-Safe Fundraising Event**

Marie proposed a drive-in meal fund raiser event. Dennis agreed to smoke the meat (PMFC will pay for the meat, hopefully through cash donations for that purpose). His smoker can handle enough meat to serve 200 meals, so that is our upper limit per event.

Menu was agreed to as BBQ sandwich, potato salad, cole slaw, and a gourmet cookie. Water may be added if Eternal Beverages agrees to supply the water.

Sales will be handled on-line by pre-ordering and pre-paying for the meals. This way we know exactly how many meals we need to serve, and will have a record of who purchased how many meals. There will be no money-handling at meal pick-up.

Meals will be assembled and boxed in the conference room kitchen of SMHH&H. Buyers may pick-up meals by driving up to a pick-up station on the sidewalk outside (under a roof). Multiple meals per buyer will be bagged or boxed for easy carrying and may be placed in the car's back seat or trunk.

Helen will investigate pricing at Sam's club and see if PMFC can get a tax free account there. Helen also offered to purchase a bulk box of peanut butter dog treats from Sam's Club to give to dog owners.

Wilton Springs Hardware and/or Food City may donate bags.

Courtney suggested "Dine & Dash" as the name.

The date set for this event is October 17<sup>th</sup>, with serving/pick-up running from 4:00 pm until 6:00 pm.

All was discussed and agreed upon by common consent, no motions were made. Further discussion and updates will be done via the Facebook PMFC Boardroom group.

### **Officer Elections In December**

It was discussed that if any officers were going to vacate their office they needed to announce that at this meeting so nominations could be made prior to the December meeting when the voting will occur. Both Marie and Pam elected to remain in office, if that suits the Board.

### **2021 Board Meeting dates**

Quarterly Board of Directors meetings for 2021 were set as March 6<sup>th</sup>, June 5<sup>th</sup>, September 4<sup>th</sup>, and December 4<sup>th</sup>. This was agreed by common consent.

### **Adjournment**

The meeting was adjourned by Executive Order at 10:56 AM