

# Meeting Minutes

**Piney Mountain Foster Care, Inc.**

Board of Directors meeting

Dec. 4<sup>th</sup>, 2021 at The Historic Tanner School

## **In Attendance:**

Marie Bittinger (President)

Helen Duvall

Pam Knudson

Courtney Phillips DVM

Doug Bittinger (guest)

## **Absent (excused)**

Jennifer Jennings (Treasurer) - recovering from COVID

Dennis Dekker - COVID quarantine

Meeting called to order at 9:07 am.

I) Minutes from last meeting had been sent by e-mail to attendees shortly after the meeting for approval.

Since we meet quarterly it is untenable to approve minutes at the next meeting.

II) Treasurer is absent, no Treasurer report submitted.

III) Hear reports from Department Heads:

A) Adoptions Coordinator

Absent – no report

B) Foster Home Coordinator

No activity to report.

C) Kennel Manager

Updated the Board on status of upgrades to kennel building.

Reported on Peppa and Gabriel

IV) Old Business

A) No Old Business to discuss

V) New Business

A) Officer elections

Motion to retain current officers for the 2022 year  
made by Helen, seconded by Courtney.

Verbal vote taken, motion carried.

B) Discussion of renewing liability insurance.

Motion to renew the policy

made by Helen, Seconded by Courtney.

Verbal vote taken, motion carried.

C) Set Board meeting dates for 2022. Discussed Jennifer's request to change dates to first Saturdays in each new quarter. Also discussed moving to an afternoon meeting time.

Dates set as **Jan. 8<sup>th</sup>**, **April 2<sup>nd</sup>**, **July 2<sup>nd</sup>**, **Oct. 1<sup>st</sup>**. Meeting time to remain at 9:00 am.

Starting in 2023 Officer elections and Budget review will be done at the January meeting.

Agreed by common consent.

D) Discussed the advantages of meeting the Guidestar/Candid requirements for platinum star status, which includes a training program for new Board members. Courtney and Helen came prepared with the questions Doug requested of each Board member. This effort was tabled until January when we hope to have the full Board in attendance.

VI) Floor opened to questions or comments.

A) Courtney asked what the coverage limits are on the liability insurance. Doug did not have a definitive answer, only "It's in the millions."

1) Doug sent a copy of page 11 of the insurance policy, which lists liability limits, to each Board member in attendance the following morning.

VII) Meeting adjourned by Executive Order at 10:00 am.