**SVVMA Charitable Foundation Meeting Minutes**

February 18, 2016

Members present: Dr. Kelly Byam, Dr. Marsha Birdsall, Dr. Tobie Faith, Joan Gibson Reid, Pat Schmid, Dr. Dan Kittel, Dr. Sheryl Fuller, Dr. Barb Laderman-Jones, Alex Pietrzyk and Jan Ardrey, RVT. Members absent: Dr. Brent Wooden

Meeting called to order at 7:08m. Minutes from November 19, 2015 meeting were approved.

Jan Ardrey distributed an updated list of contact information for SVVMA Charitable Foundation Board members and participants. Some corrections and additions were submitted to Dr. Barb Jones; ***Dr. Jones will redistribute a revised list***.

Correspondence Report (given by Dr. Birdsall):

Thank you notes were received from Gold Country Wildlife and from Michelle Berndt, scholarship recipient at Consumnes River College (CRC). CRC notified us that they have only awarded one scholarship for $400, so they still have $800 left to award from SVVMACF’s 2015 grant. They did not provide a reason why they didn’t award more scholarships. ***Dr. Birdsall will contact them to ask why.***

Treasurer’s Report:

Dr. Birdsall distributed a written report to each attendee, including a 2015 profit and loss report, portfolio summary comparing total value at the end of 2014 and 2015; expenses comparison for 2014 and 2015l and donations summary comparison for 2013, 2014, and 2015. We paid approximately $2700 in taxes in 2015; some of this may be refunded to us. The total value of our portfolio as of December 31, 2015 was $450,577.72. She advised that if we aim to give away 5% of our assets this year (as previously recommended in order to reduce our tax burden), we would have approximately $22,528.88 in funds for grants and scholarships.

Old Business:

Dr. Birdsall stated that all grant applications this year were received via snail mail; none were emailed. There was concern among several directors that the SVVMACF webpage is not as effective as we would like in facilitating electronic submission of grant applications. Concerns include:

* Having 3 different email addresses on one webpage may cause confusion. The email addresses are: contact@svvma.com (which is currently forwarded to Dr. Jones’ personal email address); donate@svvma.com (not sure who this is currently forwarded to) and grantapplication@svvma.com (this is currently forwarded to Jan Ardrey’s personal email address).
* When users click on the email links, the To: field doesn’t autofill when users click on the email link (users must either copy and paste or manually type in the email address).
* There is some doubt that email forwarding works reliably.
* Accessing the grant application via the SVVMA website is not consistently reliable. There are two links on the SVVMA website for accessing the application (<http://svvma.com/Portals/0/Charitable%20Foundation%20Grant%20Request%20Word%2097.pdf> and <http://svvma.com/GrantApplication.aspx>). The latter link doesn’t work.

Traditionally, Jan Ardrey has been proactive in emailing grant applications to previous applicants, but Jan has resigned from the Board. Without this proactive approach, Dr. Birdsall is concerned that difficulty in accessing and submitting the grant application electronically may be prohibitive for applicants.

Dr. Kittel provided some background on the current state of improvements being made to the SVVMA website. Currently, this work is being done by volunteers; no one is being paid to do it, so progress is slow. Dr. Birdsall stated that the Charitable Foundation could decide to create their own website; Dr. Kittel stated that approval by the SVVMA Executive board may be required for this. No definitive conclusion was reached. It was also pointed out that the CF could decide to allocate some of their own funds to pay for an overhaul of the shared SVVMA/Charitable Foundation website. ***Dr. Kittel will ask the SVVVMA executive board to consider allocating some of their own funds for website improvement to be done more rapidly than is currently the case.***

To reduce confusion with multiple email addresses on the website and avoid problems with email forwarding, Dr. Jones suggested that a single gmail address could be created for the SVVMA Charitable Foundation, and a shared password would allow access online by multiple Board members (Treasurer, Secretary, President). Folders could be created within the gmail account so that individual Board members could separate messages that they have handled. ***Dr. Jones will create this gmail address and will ask Kristi to remove existing email addresses from the website and add the single gmail address instead.***

New Business:

Dr. Byam announced that Dr. Biesiadecki has left the Board, and that we have two positions that need to be filled: President and Vice-President. Dr. Byam’s term as President has ended, and the Vice President position had been previously vacant. Dr. Byam was nominated and elected for another term as President. Dr. Fuller was nominated and elected as Vice President.

Dr. Birdsall provided a brief overview of the annual scholarship funds that we have traditionally contributed to: RVT student scholarships at Consumnes River College, UC Davis veterinary student scholarships, and Don Low Fellowship.

Jan Ardrey distributed a list of donation/grant requests for 2016:

* California Raptor Center: Requesting $3900 for replacement of educational materials (taxidermy specimens, skulls, magnifying glasses, etc) used for k-12 teaching. No donations given to them in last several years.
* Lend A Heart: Requesting $500 to pay for booths at animal related fairs and events, to educate the public and find more volunteers.
* Kitten Central of Placer County: Requesting $1122 to pay for 4 30 count boxes of SNAP FELV tests.
* P.A.W.S. Pet Rescue: Requesting $975 to purchase vaccines for 121 cats (15 trays of Fel-o-guard plus) New group
* Project Ride: Requesting $1500 to help pay for veterinary treatment, supplies, medicines and supplements for therapy horses.
* Ride to Walk: Requesting $4000 to be used for veterinary care, feed and farrier service for ten horses in the program. No donation in last several years
* River City Cat Rescue: Requesting $500 for KMR for at least 300 kittens.
* Sacramento SPLASH: Requesting $1500; $1000 to be used for 6 months of food for the critters, and $500 to cover the cost of building materials for a large indoor flight cage for Ollie the screech owl.
* Yolo SPCA: Requesting $5000 to help fund spay and neuter services for needy people in Yolo county. New request from this group
* T.E.A.M: Requesting $1000 for purchase of accessories and attachments for dental machine.

Total requests: $19,997.00. All organizations that submitted grant applications have 501(c)(3) status. Two organizations (Yolo SPCA and P.A.W.S. Pet Rescue) submitted applications for the first time this year.

It was agreed that grants will be made to applying organizations as follows (Total Grants: $9500):

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| --- | --- |
| California Raptor Center: $2000 | River City Cat Rescue: $500 |
| Lend A Heart: $500 | Sacramento SPLASH: $1000 |
| Kitten Central of Placer County: $500 | Yolo SPCA: $1000 |
| Project Ride: $1500 | T.E.A.M.: $1000 |
| Ride to Walk: $1500 |  |

Before further consideration of the application from P.A.W.S. Pet Rescue, we will ask a representative of this organization to attend our next meeting and make a 15-minute presentation. ***Dr. Jones will contact them for this purpose. Dr. Jones will also ask a representative of Yolo SPCA to do the same.***

It was agreed that we would donate $2000 to the Don Low Fellowship program.

UC Davis vet student scholarship applications were reviewed and discussed. Six students were selected to receive a scholarship of $1000 each:

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| --- | --- | --- |
| Tereza Chylkova | Naina Dinesh | Karima Phillips |
| Andy Chiang | Alexandra Pietrzyk | Jamie Peisl |

The next meeting will be Thursday April 21 at 7pm at Lemon Grass Restaurant.

Meeting adjourned at 9:04pm.

Minutes respectfully submitted by Dr. Barb Laderman-Jones.