



MEETING MINUTES

MEETING LOCATION / MEMBERS

Meeting Date: March 7, 2013 (Thursday) -- Susan Kinzie home

Members Present: Susan Kinzie President
Raymond Sandor Treasurer
David Craig Secretary

Members Absent: Cookie Norris
Chrissie Ramstein
Mary Stover

Audience: none

Call to Order: 4:12 pm MST
Adjournment: 5:40 pm

AGENDA ITEMS

1. CALL TO ORDER AND MEMBER ATTENDANCE

Susan Kinzie, Raymond Sandor and David Craig began meeting.

2. PRIOR MEETING MINUTES REVIEW AND APPROVAL

Minutes dated January 31, 2013 approved 3-0.

3. TREASURER'S REPORT

Treasurer's summary report for January 1, 2013 to February 28, 2013 approved 3-0.

Starting bank balance	\$1,104.59
Deposits	\$0.07
Expenses	\$0.00
Ending bank balance	\$1,104.66

Deposits provided by bank interest.



4. APPROVE DONATION RECEIPT LETTER

Donation receipt letter with several modifications approved 3-0.

5. NEW MEXICO END OF YEAR 2012 REPORT SUBMISSION STATUS

Attorney General Charitable Organization Submission

Status shows "amended" on AG web site. Does not seem this status will change since prior year submissions have same status.

Taxation and Revenue Department Submission Compliance

No reply to a letter that was sent.

TO DO - DAVID

Contact department about status of this letter

Sue said she mailed the New Mexico PRC (Public Regulation Commission) filing and check.

6. PAYPAL ACCOUNT STATUS

"Donate" button on the Pathways web site (www.PathwaysOfHealingNM.org) works. Payments appear in the PayPal web site. Payments are not automatically transferred from PayPal to Pathways' bank account, this needs to be done manually. PayPal charges a processing fee for each payment. PayPal balance is around \$10. Sue will keep money in the PayPal account and transfer it to the bank account when needed.

7. MISSION STATEMENT

Revised based on member email comments and also on meeting comments by Sue, Raymond, David. Sue wants to use this as part of the Pathways brochure. David recommended keeping the statement simple and list specific tasks.

Changes approved 3-0.

New statement:

Pathways of Healing is a non-profit organization whose mission is to provide basic life assistance and promote safe habitats for domestic animals. This assistance includes transportation, food, medical services, shelter, training, and spay/neuter programs to support New Mexico communities. We strive to facilitate human-animal healing and animal welfare education.

TO DO - DAVID

eMail revised mission statement to all members



8. BROCHURE REVISION

Base this on revised mission statement. May be able to hand out brochure at greyhound rescue group El Dorado auction in April-May.

David recommends keeping brochure simple, new pictures, short.

Sue wants to know cost comparisons for 8.5"x11" folded versus card 1/2 page card stock, color versus black-white, mailing cost.

Sue recommends brochure includes testimonials, goals, use the brochure for fund raising as incentive for people donating money.

Raymond thinks brochures are a waste of money, should try to use electronic media such as email and Facebook.

David suggests emailing brochure to people as a nicely formatted PDF document. Include statistics in the brochure so people will see that Pathways has done something (e.g. money amount distributed to animal rescue groups, number of animal transports).

TO DO - DAVID
Research brochure paper/printing/mailing cost comparison

9. WEBSITE REVISION

David recommends keeping simple, base content on brochure, less pages, keep text short, include Donate button on each page or at least on the first page so easy to find, use readable text, minimal colors.

Raymond recommends listing current Pathways work and future work/goals and allow web site users to download brochure.

Sue said US government likes to see web sites for organizations for fund raising purposes.

TO DO - SUE
Review web site after brochure is revised

TO DO - DAVID
Review web site, provide concrete suggestions

10. REPORT ON FUNDRAISER

Greyhound rescue group El Dorado auction that is tentatively scheduled in April-May does not so far have a definite schedule. Pathways can provide donations for a silent auction. Sue has several paintings she can submit, wants local artists to submit too.



11. REPORT ON VAN ACQUISITION

Postponed since Cookie was to research this but did not attend meeting.

TO DO - COOKIE
Review van acquisition as discussed in prior meeting

12. NEXT MEETING DATE

April 4, 2013 (Thursday) 4 PM MST at Sue Kinzie's place.

Note: This is the 1st Thursday of every month if possible.

13. New Business

Sue Best Friends: Having a conference in October devoted to no more homeless pets

Raymond Mountainair NM: Many cats in need of homes

13. ADJOURN

Adjourned at 5:40 pm, approved by board 3-0.

NON-AGENDA ITEMS

None

MINUTES PREPARATION INFORMATION

Minutes by: David Craig (Board Secretary)

Date: March 18, 2013

Revised: April 1, 2013 per Sue Kinzie corrections
April 4, 2013 per Sue Kinzie corrections