



## MEETING MINUTES

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### MEETING LOCATION / MEMBERS

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Meeting Date: January 16, 2014 (Thursday) -- Susan Kinzie home

Members Present:	<u>NAME</u>	<u>POSITION</u>	<u>PHONE</u>
	Susan Kinzie	President	
	Cookie Norris	Vice-President	X
	Raymond Sandor	Treasurer	
	David Craig	Secretary	

Audience: none

Call to Order: 5:10 pm MST

Adjournment: 6:40 pm

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### PRIORITY TASKS

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Person	Task
SUE	Contact Cafe Press to see if can print colored t-shirts
SUE	Give Raymond several Krispy Kreme coupon cards for sale at ABQ growers market
SUE / DAVID	Work on business plan
RAYMOND	Contact Traditions owner about sale price
COOKIE	Contact Rio Rancho mayor (Tom Swisstack) about using Traditions as animal facility in partnership with Pathways of Healing
DAVID	Work on transport guidelines for presentation at next Pathways meeting
DAVID	Work on pet 1st aid & transport vehicle rescue toolkit guidelines for presentation at next Pathways meeting



SUE	Work on business plan -- key goal is transport van
SUE / COOKIE	Look into acquiring transport van
RAYMOND	Contact town administrator (Dolly Kauley -- <a href="mailto:admin@cochitilake.org">admin@cochitilake.org</a> ) about providing bulletin board space for Desert Paws and Pathways
SUE	Contact Crissie Ramstein about updating Pathways' FaceBook page
SUE	Prepare and file 2013 Pathways reports for NM PRC, NM AG, Federal IRS 990
DAVID	Revise donation policy to be simpler, single page only, handle both money and non-money donations
SUE	Contact Patricia Steele ( <a href="mailto:tiatingfong49@msn.com">tiatingfong49@msn.com</a> ) about Pathways helping to transport animals



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## AGENDA ITEMS

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### 1. CALL TO ORDER AND MEMBER ATTENDANCE

Direct attendance: Susan Kinzie, Raymond Sandor, David Craig  
Phone attendance: Cookie Norris

### 2. PRIOR MEETING MINUTES REVIEW AND APPROVAL

October 17, 2013 meeting minutes approved 4-0

### OLD BUSINESS

### 1. STATUS OF BUSINESS CARDS, BROCHURES, BROCHURES, PENS, CAR SIGNS, AND BANNER

Items obtained. Business cards and pens given to members. Car sign on Sue's vehicle.

### 2. STATUS OF T SHIRTS

Sue Kinzie wants colored t-shirts with front/back printing. Just for members now. VistaPrint prints t-shirts, but only white. Look into Cafe Press.

**SUE**

***Contact Cafe Press to see if can print colored t-shirts***

### 3. STATUS OF KRISPY KREME FUNDRAISER

9 coupon cards still available. Started with 20 cards.

Raymond Sandor said can try to sell these at the Albuquerque growers market that begins in April.

**SUE**

***Give Raymond several Krispy Kreme coupon cards for sale at ABQ growers market***



#### **4. REPORT ON BUSINESS PLAN**

##### **Sue Kinzie**

Working on business plan. Has outline so far. Sanctuary is key. David can help.

See Raymond's comments below for business plan ideas.

Therapy dogs: Sue's dog Molly will have therapy dog training this year. Plans to use Molly for this therapy at end of year.



MOLLY

Cookie thinks providing videos of pets at hospitals would be good therapy treatment.

Transport van is key for the business plan.

##### **Raymond Sandor**

Traditions outlet on I-25

Located between Santa Fe and Albuquerque, closed for several years, several buildings exist. Currently for sale, price unknown, Would need design change and water/sewer/electric





inspection/upgrade. Use as a multi-use facility (e.g. shelter, education).

May be possible to obtain state/county funding for this if can also be used by the state/county. County currently contracts with Watermelon Ranch (Rio Rancho NM -- [www.wmranch.org](http://www.wmranch.org)). Sanctuary at Traditions may provide county with another animal facility.

Need good business plan, cheap lawyer to handle the real estate sale details.

Plan big here -- include vet services (on site and contract), spay/neuter services, vet transport bus (mention in **business plan**).

## **Cookie Norris**

Will check with Rio Rancho mayor (Tom Swisstack) to see if this town could benefit from an animal sanctuary at Traditions. Said she knows him from work.

Once have a good business plan, can contact others for partnership possibility. Sandoval County may be a good partner.

Cookie will contact Tom Swisstack once we have a complete proposal for the sanctuary

**SUE / DAVID**  
**Work on business plan**

**RAYMOND**  
**Contact Traditions owner about sale price**

**COOKIE**  
**Contact Rio Rancho mayor (Tom Swisstack) about using Traditions as animal facility in partnership with Pathways of Healing**

Additional Traditions information ...

*(not presented at meeting, but provided by David as additional useful information)*

*Site bought in 2000 by Jim Long, CEO of Albuquerque's Heritage Hotels & Resorts, whose holdings include Hotel Albuquerque and the Lodge at Santa Fe, and managing member of Coronado Investment LLC. Long reopened it as ! Traditions! A Festival Marketplace, which featured native artisans and restaurants.*

*30 developed acres  
1,200 parking spaces*

*160,000 square feet of retail space  
20 store fronts*



# Pathways of Healing

PO Box 1555 • Peña Blanca • New Mexico • 87041

[www.PathwaysOfHealingNM.org](http://www.PathwaysOfHealingNM.org)

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## 5. REPORT ON TRANSPORT GUIDELINES

David Craig working on this. Has information from various animal facilities that will be used as a model.

**DAVID**  
*Work on transport guidelines*

## 6. REPORT ON PET FIRST AID KIT GUIDELINES & TRANSPORT VEHICLE RESCUE TOOLKIT GUIDELINES

David Craig working on this. Has information from internet that will be used as a model.

**DAVID**  
*Work on pet 1st aid & transport vehicle rescue toolkit guidelines for presentation at next Pathways meeting*

## NEW BUSINESS

### 1. ACCOMPLISHMENTS FOR 2013

Accomplishment list provided to all members. No federal CFC donations received yet, but Sue hopes to receive some money from this.

### 2. GOALS FOR 2014

Goal list provided to all members.

Key goals: Business plan  
Transport van

Cookie suggests waiting for federal CFC donation money to arrive before requesting funding for transport van since having CFC funding and business plan first will provide Pathways with better legitimacy. Need to talk to car dealers and write donation request letters in April-May timeframe.

Raymond wants Town of Cochiti Lake to provide space on its bulletin board for Desert Paws and Pathways information, needs, animal education.



**SUE**

***Work on business plan -- key goal is transport van***

**SUE / COOKIE**

***Look into acquiring transport van***

**RAYMOND**

***Contact town administrator (Dolly Kauley -- admin@cochitilake.org) about providing bulletin board space for Desert Paws and Pathways***

### **3. TREASURER'S REPORTS**

Treasurer reports approved by board 4-0:

- o October 1 - December 31, 2013
- o 2013 (year end report)

**October 1 - December 31, 2013**

**Condensed**

<b>BANK</b>	
<b>Starting bank balance</b>	<b>\$ 1,077.72</b>
+ Deposits	+ \$ 165.50
- Expenses	- \$ 196.22
<b>Ending bank balance</b>	<b>\$ 1,047.00</b>
<b>PAYPAL</b>	
<b>Starting PayPal balance</b>	<b>\$ 10.08</b>
+ Payments	+ \$ 0.00
- PayPal Fees	- \$ 0.00
<b>Ending PayPal balance</b>	<b>\$ 10.08</b>
<b>TOTAL</b>	<b>\$ 1,057.08</b>





2013

Condensed

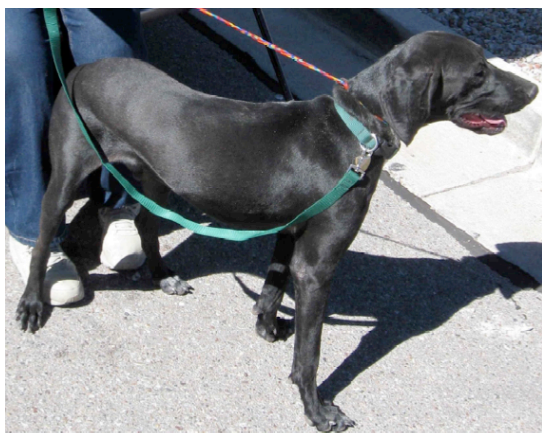
<b>BANK</b>	
<b>Starting bank balance</b>	<b>\$ 1,104.59</b>
+ Deposits	+ \$ 202.63
- Expenses	- \$ 260.22
<b>Ending bank balance</b>	<b>\$ 1,047.00</b>
<b>PAYPAL</b>	
<b>Starting PayPal balance</b>	<b>\$ 0.00</b>
+ Payments	+ \$ 11.00
- PayPal Fees	- \$ 0.92
<b>Ending PayPal balance</b>	<b>\$ 10.08</b>
<b>TOTAL</b>	<b>\$ 1,057.08</b>

#### 4. REPORT ON TRANSPORTS SINCE LAST MEETING

Dog transports: 6 (2 adopted, Raymond has 2)  
Cat transports: 1 (Sue now owns - Digger)

**October 5, 2013**

**Albuquerque New Mexico --> Springer New Mexico**  
Sue Kinzie / David Craig (565 miles)



ADAMS



MADISON



**October 25, 2013**

**Clines Corners New Mexico --> Cochiti Lake New Mexico**

Sue Kinzie / David Craig (189 miles)



DOTTIE



SHEBA



TINY

**December 24, 2013**

**Albuquerque New Mexico --> Cochiti Lake New Mexico**

Cookie Norris (140 miles)



DIGGER

**December 27, 2013**

**Pecos New Mexico --> Cochiti Lake New Mexico**

Sue Kinzie (141 miles)



RICKY



## 5. MOVIES FOR WEB SITE AND FACEBOOK

Good way to promote Pathways. David created movies from our transports, put them on YouTube (search for "pathways of healing new mexico") and Pathways web site ([www.pathwaysofhealingnm.org](http://www.pathwaysofhealingnm.org)). Sue sent movies and photos to Crissie Ramstein to post on Pathways' FaceBook page.

**SUE**

***Contact Crissie Ramstein about updating Pathways' FaceBook page***

## 6. REPORT ON DOG BISCUITS

Sue making many dog biscuits for Desert Paws for fund raising purposes. Sue will continue to produce these.







## **7. REPORT ON DOG SITTING**

David and Sue helped hospitalized neighbor in Cochiti Lake whose dog needed daily feeding and visits.



HUNZEE





## 8. FIRST RESCUES

Sue took in 2 rescued cats (Digger and Magic). Cats were bathed and videos of these baths placed on YouTube and Pathways' web site.



DIGGER



MAGIC

## 9. 2013 REPORT FILING

Sue will prepare and send Pathways' reports for 2013 to the following:

- o New Mexico Public Regulation Commission (PRC)
- o New Mexico Attorney General
- o US Federal IRS 990 form (this is required by 501(c)(3) tax exempt organizations)

**SUE**

***Prepare and file 2013 Pathways reports for NM PRC, NM AG, Federal IRS 990***



## 10. BOARD POLICIES

6 board policies reviewed. 5 approved, 1 on hold for revision.

Adopted Policies ...	Accomplishments and Goals Financial reporting Property disposal Proxy voting Expenses (change "President" to "treasurer")
On Hold Policies ...	Donations to Pathways (need to simplify)

**DAVID**

***Revise donation policy to be simpler, single page only, handle both money and non-money donations***

## 11. NEW MEXICO DOG TRANSPORT STORY

Discussed local New Mexican animal rescue story. Sue wants to contact rescue person about Pathways helping here.

Story: Volunteer Saves Over 1,100 Young Dogs Through Network Of Rescue Groups  
Newspaper: Santa Fe New Mexican -- January 8, 2014  
Contact: Patricia Steele ([tiatingfong49@msn.com](mailto:tiatingfong49@msn.com))



Patricia Steel -- Angel Fire, New Mexico

**SUE**

***Contact Patricia Steele ([tiatingfong49@msn.com](mailto:tiatingfong49@msn.com)) about Pathways helping to transport animals***



## 12. NEXT MEETING

March 6, 2014 (Thursday) at 5 pm

<b>ADJOURN</b>
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Adjourned at 6:40 pm, approved by board 4-0.

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## NON-AGENDA ITEMS

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### TRANSPORT

Raymond may need a transport soon. Will contact Sue with details.

### CHRISTMAS CARD

Mary Stover sent a Christmas card to Pathways. Sue showed to members.

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## MINUTES PREPARATION INFORMATION

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Minutes by: David Craig (Board Secretary)  
Date: January 29, 2014

Revised: February 2, 2014 per Sue Kinzie comments