

MINUTES of  
**Greyhound Pets of America-Central Texas**  
**Board of Directors Meeting**  
**Tuesday, January 20, 2009**

**CALL TO ORDER**

A regular meeting of the Greyhound Pets of America-Central Texas Board of Directors was held in the New York Life Insurance Co. conference room (6200 Bridge Point Pkwy. #300) in Austin, Texas, on Tuesday, January 20, 2009. The meeting convened at 7:15 p.m., President Sally McIntosh presiding, and Donna Seago, secretary.

**OFFICERS AND DIRECTORS PRESENT**

Marc Boucher, Pam Cook, John Koonz, Sally McIntosh, Donna Seago, Angie Smith and Eric Wyatt

**OFFICERS AND DIRECTORS ABSENT**

Barbara Clark and Amy Garcia

**APPROVAL OF MINUTES**

Motion was made and seconded to approve the minutes of the December 16, 2008 meeting. **Motion carried.**

**OFFICERS' REPORTS**

Vice President: John will create a formal draft of the Senior Incentive Program, distribute the document to the board, with the intention of voting on implementing the program at the February board meeting.

Secretary: Donna read an e-vote into the record.

**Motion:** Made by Donna via email and seconded to spend up to \$175 on the printing of 325 invitations, reply cards and inserts plus enveloped for the 2009 Have a Heart 'Grey'la. **Motion carried.**

Actual costs were \$122.20 for the invitations and reply cards and \$30.18 for envelopes, for a total of \$152.38.

**Motion:** Moved by Donna and seconded to spend up to \$30 on the printing of 100 2-part NCR donation receipt forms for the 2009 Have a Heart 'Grey'la in order to improve the efficiency of checkout at the silent auction. **Motion carried.**

Treasurer: Copy of report attached.

**BOARD AND COMMITTEE REPORTS**

Placement Coordinator: Copy of report attached.

Events Coordinator: Copy of calendar attached.

**UNFINISHED BUSINESS**

• GPA National directive to all chapters re: financial documentation

Reasonable progress was expected on the following tasks, agreed upon at the June 17 meeting.

1. Copy of 2007 tax return provided to chapter secretary for official records
2. QuickBooks conversion
3. Add Sally as signer to checking account

Re: item #1, the chapter secretary has not received a copy of the 2007 tax return.

Re: item #2, this requirement is in progress.

Re: item #3, Sally has been added as a signer to the checking account.

- Meet & Greet guidelines

**Discussion:** Postponed.

- Adoption policy/contract: Additional language re: corporal punishment

**Discussion:** Corporal punishment language is covered in the foster guidelines.

**Action:** Donna will send Pam the latest Word doc of the adoption contract. Pam will add language re: corporal punishment and not leaving the greyhound alone with children.

- Chapter insurance

**Discussion:** Marc will call Hartford re: a quote on increasing coverage.

- Membership database

**Discussion:** Postponed.

- Texas Association of Nonprofit Organizations / Greenlights membership

**Discussion:** Postponed.

#### **NEW BUSINESS**

- Finance: 2007 and 2008 federal income taxes; state franchise tax; state sales tax; tax filing consent forms to GPA National treasurer (copy to chapter secretary)

**Discussion:** It is unknown at this date if the 2007 tax return was filed. GPA-CT needs to apply for and receive a letter of exemption from sales tax from the state of Texas in order not to pay franchise tax or sales tax and in order to make purchases without paying sales tax. GPA National has the most current IRS determination letter needed for the above applications, but we may not receive a copy of it until the GPA Nat'l treasurer receives a copy of the 2007 tax return.

**Action:** John will call the IRS to see if the 2007 Form 990 has been filed. If it has, John will order a copy of Form 990.

**Discussion:** Eric has sent the tax filing consent forms to the GPA Nat'l treasurer. Eric will file the 2008 taxes himself unless the 2007 tax situation has been resolved.

#### **ADJOURNMENT**

The meeting was adjourned at 9:10 p.m.

Donna Seago, Secretary

Approved: March 17, 2009