



## Board Meeting Minutes

Sept. 28, 2019

9:00 AM

Conference Call

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### Attendees:

Andrea Durham  
Jennifer Land  
Meghan Hogberg  
Catheryn McCraw

Absent – Jeff Durham (schedule conflict)

### Discussion:

Meeting was called to discuss:

- Establishing a volunteer orientation day
- Fundraising ideas
- Upcoming Events
- Any outstanding issues

Decision was made to post the Board Meeting Minutes, to include a quarterly financial snapshot, on the website for complete transparency to establish and maintain trust with the public regarding non-profit status. Catheryn to discuss with volunteer website builder regarding adding a section for the same.

Discussed doing an online auction of items such as donated jewelry, handbags, potential tac, blankets, etc as a fundraiser. Idea was to start small and have Andrea manage the process and/or see if a volunteer can be found who can manage that process. Board Members asked to start getting donations together so that when the decision to move forward with the auction, items are ready to be posted.

Currently have 273 followers on Facebook. Website up and running with volunteer application and waiver as well as adoption application available to the public. Rescue at max capacity with 15 animals.

Upcoming Events:

- Quest Brewing has invited us to do a fundraiser and bring 1-2 donkeys. Andrea to contact Manager and pick a time for November

- Boiling Springs Middle School has invited us to attend their event on Halloween from 12:00 – 2:30 and bring 1-2 animals. Need a volunteer to attend with Andrea.

Andrea to attend a computer class for STABLE SECRETARY which will cost \$20/month and will house all information on each animal in a central location. Information such as medical treatment, costs, events, personality etc will be in there. All board members to have access to the information in the event of an emergency. Board approved this expense.

All Board Members will be added to the checking account

Next fundraiser needs to into a round pen (roughly \$1200) to work with some of the more difficult animals currently in the rescue.

**Volunteerism:**

- Need to set up volunteer orientation day. Tentatively scheduled for Nov 9<sup>th</sup>
- Establish a volunteer day. Need to come up with a list of activities needed and have people sign up for the ones they want.
- Need to solicit volunteers first then get them together for the orientation and then develop the volunteer day.
- Potential options for soliciting volunteers: reach out to the high schools. Allison (?) would be able to give contact information for the appropriate people in the school system. Take applications to upcoming events (Quest Brewing and Middle School visit), Post on social media about our upcoming volunteer orientation day and request volunteers
- Orientation day should consist of:
  - Introductions to the Board
  - Tour of the property
  - Meet the animals
  - Establish the grand plan of being a volunteer
  - Andrea to develop a list of daily, weekly, and monthly chores. Volunteers can sign up for what, when and how often
  - Will need coffee, donuts and chairs

**ACTION ITEMS:**

Action	Who	When
Add Board Members to rescue account	Andrea	TBD
Add everyone to Stable Secretary	Andrea	TBD
Get Rescue Insurance	Andrea	TBD
Provide snapshot of money in and money out for the quarter	Andrea	TBD
Develop daily, weekly and monthly chore list	Andrea	TBD
Develop list of activities needed for volunteer day	Andrea	TBD
Solicit volunteers	ALL	TBD
Collect donations for online auction	ALL	TBD
Add Board meeting minutes and financial information to web	Catheryn	TBD

Next board meeting to be held January 18, 2020 @ 11:00 AM at the farm.

Board Member Contact Information

Name	Title	Phone	Email
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