

# Fetchin' Retrievers Rescue

## Meeting Minutes

February 1, 2020

### **I. Call to Order**

Kriss Harrigian called to order the board meeting of Fetchin' Retrievers Rescue at 4:33 p.m. on February 1, 2020 via conference call.

### **II. Attendees**

Kriss Harrigian  
Barbara Renken  
Sandy Diamond  
Jessica Sutton

### **III. Approval of minutes from last meeting**

Minutes approved by unanimous vote

### **IV. Old Business**

1. Per Kriss, the IRS has acknowledged receipt of our 1023 application and is working on it.
2. Phone update. Barbara has been continuing to research options and estimates the cost will be between \$30 and \$35 per month when taxes and fees are figured in. She is going to check on Google Voice. We agreed to revisit the issue next month.
3. Quickbooks update. Barbara reported that we are waiting for our 501(c)3 status to purchase quickbooks due to the large discount available to non-profits.
4. Logo. Still working on it. Kriss will go back to John with some ideas.
5. Website has been updated with all changes that have been requested.
6. Forms update. Barbara has created all our needed forms and they are on the website. The training manual is the only thing left to work on.
7. Google Groups update. Sandy has set up the main Google Group for volunteers.
8. Database update. Kriss asked for some minor changes (eg freeze the names on the volunteer page.) Sandy will update.

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9. Bank account. Barbara is still waiting for her debit card. She has been added to Paypal.

10. Social Media update. Jessica reports things are running smoothly. There are 40 Instagram followers and 100+ Facebook followers.

11. Fundraising. Jessica will check on the requirements to raise funds on Facebook. Kriss discussed matching gifts. We discussed mentioning anniversaries, memorials, birthdays, etc on our Donate page, offering cards to the "in honor of" people.

12. Volunteer and Coordinator roles. Kriss discussed some of the roles that she'd like to have volunteers fill, to include Volunteer Coordinator, Administration, Outreach, Fundraising and Social Media.

13. Mailchimp. Kriss is still updating the contact list. Jessica will add a link to Facebook and our website for people to sign up for the newsletter.

14. Microchips. We have chips (from Found Animals) and have been handing them out to adopters of the puppies for their vet to implant. Kriss will update database with numbers.

15. Donation update. Joan has been sending thank you cards to donors. Database has not been updated.

16. Application process. Kriss will look over applications as they come in. For Homeowners, Kriss will forward the apps she wants to pursue out to the volunteer group requesting a home visit be done. For Renters, she'll ask Sandy to request landlord approval and once that is done she'll send to the group. For those apps we don't want to pursue, she'll send to Barbara for a "thanks but no thanks" letter. For apps sent to the group, if no one picks it up in 5 days she'll send a new request.

17. Petfinder. We are up on Petfinder and Adopt-a-Pet.

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18. Dog update. Ralphie, Rosie, Raven and Richie have been adopted. Duke may have a home with his foster mom's parents. Lucy had her appointment with the bone and joint specialist. She has a luxated shoulder and needs surgery to stabilize it. Estimated cost is \$4-\$6k with approximately 3 months of recovery. Dr. Bory was consulted for a second opinion. He says Lucy will most likely still experience pain do to arthritic changes and the stabilization may not last. He recommends amputation. Romeo has an adoption meeting on Wednesday and if he gets adopted then Roxanne will move to Kriss's house for fostering.

19. Written procedures. Kriss is still working on it.

20. Insurance. Kriss has received quotes for liability but not D&O. She's still filling out apps with other companies.

21. Crowd funding for Lucy. Kriss has set up an account with GoFundMe and she'll work to get Lucy's info posted. Jessica will set up links to website, FB and IG.

## **V. New Business**

1. Treasurer's Report. Attached.

2. New dogs. We can start looking at new dogs to bring into the rescue.

3. Website. Jessica has recommended we remove the link to a blog (since we don't have one right now.) She will set up a page for Successful Adoptions. Jessica will also draft a privacy policy to comply with CA law and put it on the website. Additionally, she will link the surrender app to Google Drive, she is working on a MailChimp template and is making sure we are listed in San Diego County, Orange County and LA County on Petfinder and Adopt-a-Pet.

4. Emotional Support Animals. Barbara has crafted language addressing emotional support animals to add to our Adoption page on the website.

5. We discussed adding language to the adoption page that applications are not dog specific.

6. Pets for Vets. Discussed and decided we will not offer a discount to veterans adopting dogs through our rescue at this time.

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7. Unsuitable applications. Already discussed earlier. Barbara will be sending emails to them.

8. Home Visit charge. Kriss suggested we implement a charge before we complete a home visit. Barbara will send a copy of an email she sends to use as a template for all Home Visit Volunteers to use.

9. Shelter scouting. We can't get pull privileges until we receive our 501(c)3 designation. We discussed that an individual could adopt the dog from the shelter and turn it over to rescue. No plans to start scouting shelters at this time or to ask volunteers to do this – it's just an option if there is a dog in need.

### **VI. Next meeting**

Tentatively scheduled for Sunday, March 8<sup>th</sup>.

### **VII. Adjournment**

Kriss Harrigan adjourned the meeting at 6:37 pm.