

Board of Directors' Meeting Minutes

For meeting held on October 27, 2025

1. Call to order - 6:30 pm by Crystal Gilson
2. Attendance & Quorum

<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Crystal Gilson - President <input checked="" type="checkbox"/> Debbie Brude - Vice President <input checked="" type="checkbox"/> Hannah Plunkett - Secretary <input checked="" type="checkbox"/> Brett Johnson - Treasurer <input checked="" type="checkbox"/> Leigh Beith <input checked="" type="checkbox"/> Betsy Philipp <input checked="" type="checkbox"/> Karen Reinhout 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Julie Marvets - Executive Director <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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3. Board Approvals
 - a. Minutes August 25th, 2025

Motion	Second	Aye	Nay	Abstain
Betsy	Debbie	<input checked="" type="checkbox"/>		

- b. Treasurer's Report

- | Motion | Second | Aye | Nay | Abstain |
|---|--|-------------------------------------|-----|---------|
| <ol style="list-style-type: none"> i. We have money stored ready for pole barn renovations and financial security ii. Merchandise sales are down a little bit, but expected to go up with holidays coming iii. Donations are slightly down, but that fluctuates iv. Vet internal expenses have gone down slightly, slowly starting to see the benefits of having our own veterinarian as we don't go to any external vet offices v. Pole barn renovation costs are starting to come in... we are excited to get this rolling vi. Overall expenses this quarter have gone up vii. We spent more on merchandise recently to get ready for the holiday season | <ul style="list-style-type: none"> Karen Crystal | <input checked="" type="checkbox"/> | | |

4. Executive Director's Report
 - a. Clinic Update
 - 212 adoptions so far this year, we believe it's slower this year because of a foster has cut back and we have less kitten intakes
 - Dr. Ashley working M-Tu-Th-F
 - Dr. Karen available W
 - Isabell working M-Tu-Th

- Wish list - to have in-house chemistry analyzers - plan to add in 2026, so we can do our own bloodwork
- Our vet clinic is truly a dream come true

b. Fundraising Update

- First Halloween night went well, excited for Halloween night
- Thanksgiving - Boris's turkey leg fundraiser and turkey fundraiser
- Christmas cards are in the making
- Handmade cat purse fundraisers

c. Staffing Update

- Sandee is moving to volunteer only
- Casey is moving to volunteer only
- All non-director employees are now on hourly
- Need more evening volunteers

d. Professionalism

- Policy development for all content released under FFCS's behalf
- Social Media Moderator guidelines need to be created - we are in the process of doing this.
- Media Manuals for "how-to" access and program are in process

e. Project Updates

- Construction Update - Brett
- We received the signed off construction plans
- Submitted construction plans to the county
- Builder signed off but county won't sign until we finish the CUP
- Need to get new septic in place - waiting for sign off

f. Conditional Use Permit Update (2 outstanding items)

- **IUP for Airbnb**
- Attend planning committee meeting about Airbnb on November 6th
- **Escrow funds**
- County changed how and when they could use our escrow funds "closure funds." Attorney will review.

6. Other Updates

- Crystal G will be at the sanctuary week of Nov 17 to concentrate on Board strategic planning
- Brett and Karen are still working on updating Chart of Accounts project with Jan 1 goal for implementation

7. Board Business

1. FFCS Board Function Review
2. Review documents for early registration with MN AG - annual report due July 15th

3. Board Development Progress
 - Summarize Board Development Meeting that took place on Sept 29, 2025
 - Crystal will ask for more details about Propel courses
 - Everyone will review the YouTube videos Karen sent about board practice
 - Brett, Karen, and Julie will discuss Finance further
 - Karen will share Board Responsibilities Draft.

4. Board email has been created and posted on the FFCS website for anyone to report concerns to or ask questions of the board. That email address is board@furballcats.com and published on the website at footer.

- Next Tentative Meetings

- a. November 24, 2025
- b. January 26, 2026 - Financials
- c. February 23, 2026
- d. March 30, 2026
- e. April 27, 2026 - Financials
- f. June 29, 2026
- g. July 27, 2026 - Financials
- h. August 24, 2026
- i. September 28, 2026
- j. October 26, 2026 - Financials
- k. November 30, 2026

- Adjournment -

	Motion	Second	Aye	Nay	Abstain
8:04 pm	Brett	Karen	█		

Minutes respectfully submitted by Hannah Plunkett and Crystal Gilson