

Board of Directors' Meeting Minutes

For meeting held on November 24, 2025

1. Call to order - 6:39 pm

2. Attendance & Quorum

<input checked="" type="checkbox"/>	Crystal Gilson - President	<input checked="" type="checkbox"/>	Julie Marvets - Executive Director
<input type="checkbox"/>	Debbie Brude - Vice President	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Karen Reynhout, DVM - Secretary	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Brett Johnson - Treasurer	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Leigh Beith	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Betsy Phillip	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Carsten Beith	<input type="checkbox"/>	

1. Board Approvals

a. Minutes 10.27.25 approved.

Motion	Second	Aye	Nay	Abstain
Leigh	Karen	5	0	0

b. Hannah Plunkett has resigned as a board member so she can concentrate on her duties at the sanctuary.

c. Nomination for new board member: Carsten Beith as he has extensive experience in not-for-profit.

Motion	Second	Aye	Nay	Abstain
Karen	Crytal	4	0	1

d. Nomination for new board secretary: Crystal nominates Karen Reynhout.

Motion	Second	Aye	Nay	Abstain
Crystal	Brett	6	0	0

e. Professional services

i. Attorney - Crystal, Brett and Karen interviewed David Jacobsen, a local attorney who would work for us on an as needed basis.

ii. Accounting Firm - we have used and plan to continue to use Enestvedt & Christensen.

iii. Motion to utilize the above professionals.

Motion	Second	Aye	Nay	Abstain
Leigh	Betsy	6	0	0

f. Corporate resolution for escrow account for conditional use permit. Bank requires this resolution to finalize the account.

Motion	Second	Aye	Nay	Abstain
Karen	Leigh	6	0	0

2. Executive Director's Report
 - a. Sanctuary Updates
 - i. Pole Barn remodel is under way and may take a few months to complete. The septic system is currently being expanded before the ground freezes.
 - ii. Debbie Brude's husband, Dr. David Arenson, is working on suggestions for in-house chemistry analyzers for the wellness center.
 - b. Fundraising
 - i. December 2x match fundraiser - "double your donation" by an anonymous donor.

3. Business

- a. Registered trademark update -our logo has been officially approved to get the ability to add the "®".
- b. Conditional Use Permit (CUP) & Interim Use Permit (IUP) have been approved by Rice County. Plan to review the conditions quarterly to ensure that we are satisfied with everything.
- c. MN Paid Leave Policy - mandates that additional taxes are collected from the employer to subsidize new short term disability program. Propose that FFCS absorb all of the 0.66% of this wage tax and not pass any on as employee's responsibility.

Motion	Second	Aye	Nay	Abstain
Karen	Leigh	6	0	0

4. Board Development

- a. Board Responsibilities Document - table approving this document until after adding a disclosure for conflicts of interest.
- b. Video Training - board members are encouraged to watch the Youtube video about what it means to be on a board.
- c. Weekly bullet updates for board members - Karen and Brett will be providing weekly updates in a google doc to summarize the director team's meetings to allow the board to stay up to date.
- d. Board/Director Strategic Planning Retreat (Spring/Summer 2026) - Hoping that the board and the director team can get together to do a day of intensive strategic planning.
- e. Chart of Accounts - looking revamping our accounts and update so satisfies both our accountants need and our board when reviewing financial reports.

5. Next Tentative Meetings

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

- i. October 26, 2026 - Financials
- j. November 30, 2026

6. Adjournment - 8:18 pm

Motion	Second	Aye	Nay	Abstain
Betsy	Brett	6	0	0

Minutes respectfully submitted by Karen Reynhout and Crystal Gilson