

**Feline Rescue Board of Directors**

**Meeting Minutes**

**May 22, 2019**

A meeting of the Board of Directors of Feline Rescue, Inc., a Minnesota corporation and 501(c)(3) non-profit, was held at Feline Rescue on May 22, 2019, in St. Paul, Minnesota.

**Directors Present:** Paula Denman,Brad Downey, Becky Garthofner, Lisa Goddard, Elaine Grittner (chair), Michele Guion and Chuck Selcer.

**Directors Absent**: Alden Drew.

**Also Present:**  Dana Andresen, Robin Bliss, Julie DeCaro, Erin Lerwick and Dr. Lisa Mekka.

**CALL TO ORDER**

Grittner officially called the meeting to order at 6:31 p.m.

**MINUTES**

A motion was made by Denman and seconded by Goddard to approve the April meeting minutes; the motion was approved.

**FINANCE**

Andresen presented the April 2019 financial reports. Key points of the this discussion were:

* YTD income was $246,610 versus the budgeted goal of $250,651 (98% of goal).
* YTD expenses were $310,778 versus the budgeted goal of $293,336 (106% of goal). This was primarily due to higher than budgeted cat care costs.
* Net income was ($53,151) versus the budgeted goal of ($42,685) (-125% of goal) due to higher expenses and lower income.
* The Line of Credit (LOC) was paid down by $5,000 last month and is expected to pay down another $5,000 again in May. The Board confirmed the policy of taking out what is needed and what is repaid daily, as that is relatively standard in managing a LOC.

Selcer moved to accept the financial report; it was seconded by Downey and approved.

**DEVELOPMENT REPORT**

Andresen provided the following development report:

* Pints & Purrs Results were $1,039 (below goal). This does not yet include the contribution from the Boom Island Brewery.
* An Event Plan is in place for the remainder of the year but specifics are still being determined.
* Work continues on the GoGo Photo Contest, Glitter Ball, grants and MMMM.

**GOVERNANCE UPDATE**

Drew and the Nominating Committee (Denman) continue to search for individuals to join the Board.

Updates on Board Retreat assignments were provided as follows:

* Bylaws – potential changes discussed during Executive Session; Garthofner to move forward.
* Board Policies – on hold per Grittner.
* Board Calendar, Manual & Orientation – On hold until Board Policy work complete.
* Operating Policies & Procedures – Andresen provided a listing of all policies documented; the goal is to complete new and revised policies and procedures by year-end.
* Board retreat – Andresen indicated the June timing won’t work; will work to determine September/October scheduling; she plans to schedule a planning meeting for early June.

**EXECUTIVE DIRECTOR UPDATE**

Andresen distributed a written update and highlighted the following:

* Cat health & veterinary services – Dr. Lisa updated the Board on some significant vet care issues:
  + Vet Services is beyond capacity – there are lots of sick cats taking a lot of time and a lack of fosters to help care for cats that need a lot of care.
  + Currently they are only dealing with urgent issues.
  + It is causing burnout of staff and some minor mistakes.
  + While some volunteers are assisting, most don’t have the necessary skills to diagnose/treat sick cats. Additional staff is needed to care at the level FR has recently established.
  + Solutions implemented/discussed were:
    - Only do surgeries one day per week (implemented) and do the quicker, more expensive surgeries in-house.
    - Farm out sicker cats to veterinary partners, but the partners are resistant to this.
    - Take in healthier cats. (not preferred at this time)
    - Provide a lower level of care. (not preferred at this time)
  + The Board will continue to monitor, and agreed that communications to adopters and donors need to be updated to communicate the real cost of care.
* Emergency management – continues to be a need; staff working on.
* A Volunteer Assessment/Audit by an external evaluator is expected.
* Preliminary program stats for 2019:
  + Intake: Foster = 105; Shelter = 181; Total = 286
  + Adoption: Foster = 97; Shelter = 198; Total = 295
  + Spay/Neuter = 379

**ADJOURNMENT**

A motion to adjourn the open portion of the Board meeting was made by Garthofner and seconded by Guion; the motion was approved and the meeting was adjourned at 8:35 p.m.

**EXECUTIVE SESSION**

An Executive Session was conducted.

Respectfully submitted,

Becky Garthofner

Secretary, Feline Rescue