

Kitty Revolution Board of Directors Meeting Minutes, June 18, 2020

The meeting of the Board of Directors of Kitty Revolution, a Minnesota corporation and 501(c)(3) non-profit, was held from 6:00 PM – 8:00 PM via Zoom virtual meeting space.

DIRECTORS PRESENT: Elizabeth Thompson, President; Don Stende, Treasurer; Donna Bolte, Secretary; Julie Doherty, Member at Large; Charlotte Elva, Member at Large; Michelle Robison, Member at Large; and Selma Saba, Member at Large

ALSO PRESENT: Robin Holland, Executive Director

CALL TO ORDER

Elizabeth called the meeting to order at 6:00 PM

APPROVAL OF MINUTES

- Selma motioned that the May 21, 2020 minutes be approved. Julie seconded the motion. All were in favor. The minutes were approved.

FINANCIAL UPDATE

- Don reviewed the financial reports for April and May.
 - The beginning balance as at 4/1/2020 was \$17,442.26, with an end balance for the month of \$13,839.06
 - The beginning balance as at 5/1/2020 was \$13,839.06, with an end balance for the month of \$11,265.20.
 - The above end balance for May does not include an amount of \$8,100 from PayPal.
 - Don will pick up 3 checks from Donna next week to add to a number of checks he is holding for deposit.

EXECUTIVE DIRECTOR UPDATE

Volunteer needs

- Sourcing a veterinarian and med tech coordinator are currently in progress.
- Janet Olstad will start handling lower level medical questions liaising with Elizabeth. Medical questions will first be directed to Elizabeth who will subsequently contact Janet. Urgent medical questions will be directed to Robin.

Cat Update

- There were 5 adoptions since the May Board meeting; two of these cats are being returned.
- Intake comprised 19 cats since the last Board meeting.
- A 3-legged cat with a microchip was brought into our rescue.
 - Although the chip company contacted the owner, discussion ensued re contacting the company for the owner's address in order to reach out to them ourselves.

OTHER COMMITTEE REPORTS

Marketing Committee

- KRev logo jewelry – a pendant and earrings in 2 sizes – is now available and will be posted on our website.
- Plans are to sell catnip cubes and other items on the website as well.

- Donna gave an update on her outreach to 3 local book stores re holding cat/book events in their stores. Once Upon a Crime is very interested once in-house events can be held. No response has been received from Magers & Quinn and Moon Palace Books, but the current community unrest could be a factor.
- Discussion arose regarding holding a shoe drive wherein KRev would accumulate new/used shoes for pick up by a non-profit. Earnings from 100 bags of shoes would be \$1,000. If less than 100 bags, KRev would still make 40 cents/lb minus \$250.
 - It was decided to place this fundraiser on hold till next Spring.
- Selma broached the topic of selling sheets as a fundraiser which raised the question of taxation issues.
 - Terri Hecimovich is tracking all transactions as sales or donations.
 - Our main taxable item is chipping cats because it is adding value to our product.
- Selma reviewed details of our upcoming garage sale at the home of Michelle Levy.
 - The sale will last for two days and volunteers are needed for set up and tear down as well as during the sale.
 - Items need to be pre-priced.
 - Robin will add this event to our website.

Grant Writing Committee

- Donna advised that the application for a grant from Maddie's Fund had been turned down.
- Donna also advised that as per the previous meeting, Charlotte had reached out to one quality cat food company requesting approval to place their logo on our website, Elizabeth had contacted 3 companies, and Donna had contacted 12 companies. If 3 high quality cat food companies approve adding their logos to our website/social media, we will partner with Purina to receive occasional shipments of their brands and add their logo to our website/social media.
- Michelle will lead a committee including Charlotte and Donna to discuss RACI and how it ties into org charts and assigning ownership and responsibilities, hopefully meeting via Zoom before the next Board meeting.
 - To schedule a Zoom meeting, the organizer needs to advise Elizabeth of its details and Elizabeth will subsequently send the link to Board members so that committee participants can attend.
- A stakeholder meeting was supposed to take place at the AGM. However, due to the virtual nature of the meeting and lack of attendees other than Board members, this meeting did not take place. It will do so once in-person events can resume.
- Donna reminded everyone to forward their bios and photos to Robin for inclusion on the website.

NEW BUSINESS

Volunteer needs

- Janet Olstad is willing to speak with Dr Julie, ex-Larpenteur Animal Hospital, re the role of veterinarian.
- Jackie Nelson has assumed the role of web administrator responsible for high level responsibilities.
 - Further volunteers will be sourced for simpler tech roles such as data entry and posting information.
 - Robin was requested to narrow down computer needs to enable others to assume tasks and to advise these needs.
- Julie offered transport services.

OLD BUSINESS

Microsoft "Teams"

- Michelle will ascertain if she is allowed to use her work computer for "Teams". This program doesn't work on her MAC.

Wells Fargo Agency Fair

- Charlotte or Michelle will advise Selma re the name of the person responsible for this event. KRev attended last year and we'd like to confirm if attendance is possible this year. This is a campus-specific event.

Mail Chimp

- Mail Chimp was set up by Karen Dulski when KRev was established.
 - An easier to use application will be reviewed, if available. Selma is to source any potential applications.
 - Any new application will require a newsletter template and "no reply" feature.

Updated Policies

- Julie has been experiencing computer issues.
 - Donna to forward policy determinations to Julie; which were approved, which were tabled.

Hans Nieder Email

- Donna is to forward the email received from Hans to all Board members and Robin for review.

Adoption Incentive

- Selma broached the issue of offering an incentive to foster caregivers who adopt their foster cats; perhaps a financial incentive.
 - Caregivers are advised during orientation that they are allowed to adopt their foster cats or kittens.
 - It was decided that there would be no waiver (free) for a caregiver's first foster cat or kitten.

ADJOURN

Donna motioned that the meeting be adjourned. Michelle seconded the motion. All approved and the meeting was adjourned at 8:00 PM.

NEXT MEETING

The next meeting is scheduled for Thursday, July 16, 6:00 PM – 8:00 PM, currently via Zoom. Donna to ascertain if in-person meetings are now possible and book a space accordingly.

Respectfully submitted,

Donna Bolte, Secretary