

Minutes of the 3rd Quarterly Meeting of the Directors

Date: 9/25/22

Location: Vegan Gator Food Truck 220 NW 8th Ave, Gainesville, FL 32601

Christopher J Amerman (CJA) acted as chairperson, and Sheena Drost (SD) acted as secretary of the meeting.

The meeting was called to order at 3:00 P.M.

The secretary announced that the meeting was held pursuant to notice properly given or that notice had been waived by directors entitled to receive notice.

The secretary announced that the following directors, constituting a quorum, were present at the meeting:

Present in person: N/A

Present by conference call:

CJA, Erin C Amerman (ECA), JW, SD

Absent: N/A

The following persons were also present at the meeting: N/A

Name	Title
_____	_____

Proceedings:

The secretary announced that the presence of the directors represented a quorum.

The minutes from the prior directors' meeting dated 5/22/22

[] were read by the secretary.

[x] had been distributed prior to the meeting and a reading was dispensed with.

After discussion, a motion to approve the minutes was made by ECA; seconded and approved.

The following reports were presented:

Report: 2nd Quarter Budget report, 2nd Quarter Income/Expense report

Other Business: The next item of business was the appointment of committee members and others to positions in service to the corporation. After discussion, the following persons were appointed to serve on the following committees or in the service of the corporation in other capacities for the term indicated below:

Name	Committee or Role	Term
<u>N/A</u>		

Old Business:

1. The board discussed community engagement events and ways to further local community involvement with the sanctuary, other than CCFS's monthly farmers moo-ket. Vice President JW made the following suggestion:
 - a. Reinstate monthly public tours
 - i. Small donation per person (\$15 or \$20?)
 - ii. Volunteers to assist with tours
 - iii. Limit number of attendees

The board agreed to discuss the possibility of reinstating monthly public tours further.

2. The board discussed the Airbnb policies that will need to be implemented once the tiny house/Airbnb is completed. The following suggestions were made and agreed upon by the board:
 - a. Vegan Airbnb
 - i. Absolutely no animal products can be brought on the premises by guests

- ii. No smoking
- iii. Guests are not permitted around the animals unsupervised – staff or a volunteer must be present for any and all animal interactions
- iv. 2-night minimum stay
- v. Opportunity to assist with morning feed at Critter Creek and can view Critter Hills feed from fence line
- vi. Addition of bike/hike trail signs for woods so guests can enjoy a self-guided tour of the trails (once trails are completed)
- vii. Provide towels, toiletries, snacks, food, condiments – some paid for by guests, some free (like hotel mini-bar/fridge items)
- viii. Contract with cleaning company

The board agreed that this is a preliminary list subject to change and agrees to discuss the matter further once the Airbnb/tiny house is near completion.

- 3. The board discussed social media strategies to generate more engagement, followers, donors, etc., and came up with the following ideas:
 - a. CCFS podcast
 - b. YouTube
 - i. Rescue stories
 - ii. Plant-based recipe videos
 - iii. Critter spotlights
 - c. Increase Facebook and Instagram presence
 - i. Sponsored/boosted posts
 - ii. Posting more frequently
 - iii. More lives, stories, reels

The board has agreed to increase social media presence and engagement with followers. Vice President JW and President ECA will work on the creation of a

CCFS podcast and YouTube channel.

4. Board Secretary SD discussed hosting a mini volunteer orientation (no tour), a volunteer appreciation day at Critter Hills, and the implementation of a weekly volunteer schedule to help with the following tasks:
 - a. Feeding
 - b. Horse grooming

The board agrees to discuss these matters further and come up with a regular volunteer schedule soon.

5. Board Secretary SD presented an update regarding workers comp coverage for CCFS employees now that there are enough people on staff to qualify for coverage. SD has a call scheduled with ADP to check on the options for coverage. The board discussed the following issue with obtaining workers comp coverage:
 - a. Cannot find a company willing to provide coverage for a farm animal sanctuary
 - b. Multiple companies have stated they are unsure how to “code” a policy for coverage due to the following reasons:
 - i. CCFS does not raise farm animals for slaughter
 - ii. CCFS does not raise farm animals for milk production
 - iii. CCFS does not utilize farm animals for tax purposes
 - iv. CCFS does not utilize farm animals for petting zoo purposes

The board agrees that SD will continue to look into obtaining workers comp coverage.

6. The board discussed renewal of property/liability insurance policy with the current addition of solar panels and future addition of the Airbnb
 - a. Current insurance provider will NOT provide coverage of the Airbnb and will terminate policy upon the addition of an Airbnb

- b. Need solar panel addendum added to current policy

The board agrees to look for a new property/liability insurance provider that will cover the Airbnb building, and Board Secretary SD will reach out to CCFS's current provider for the addition of the solar panel addendum.

7. The board discussed the need for a fundraising/grant specialist, and it was agreed that Vice President JW would reach out to volunteer Lily Darnell to see if she would be interested in the position as a volunteer (unpaid position).
8. President ECA discussed implementing the steps to become GFAS accredited, and the board agrees to move forward with obtaining GFAS accreditation.
9. President ECA discussed the creation of an advisory board. The board agreed to discuss the matter further.

New Business:

1. The board revisited the topic of reinstating public tours and discussed the following points:
 - a. Suggested donation of \$10-\$15 per person
 - b. Training volunteers to assist with tours

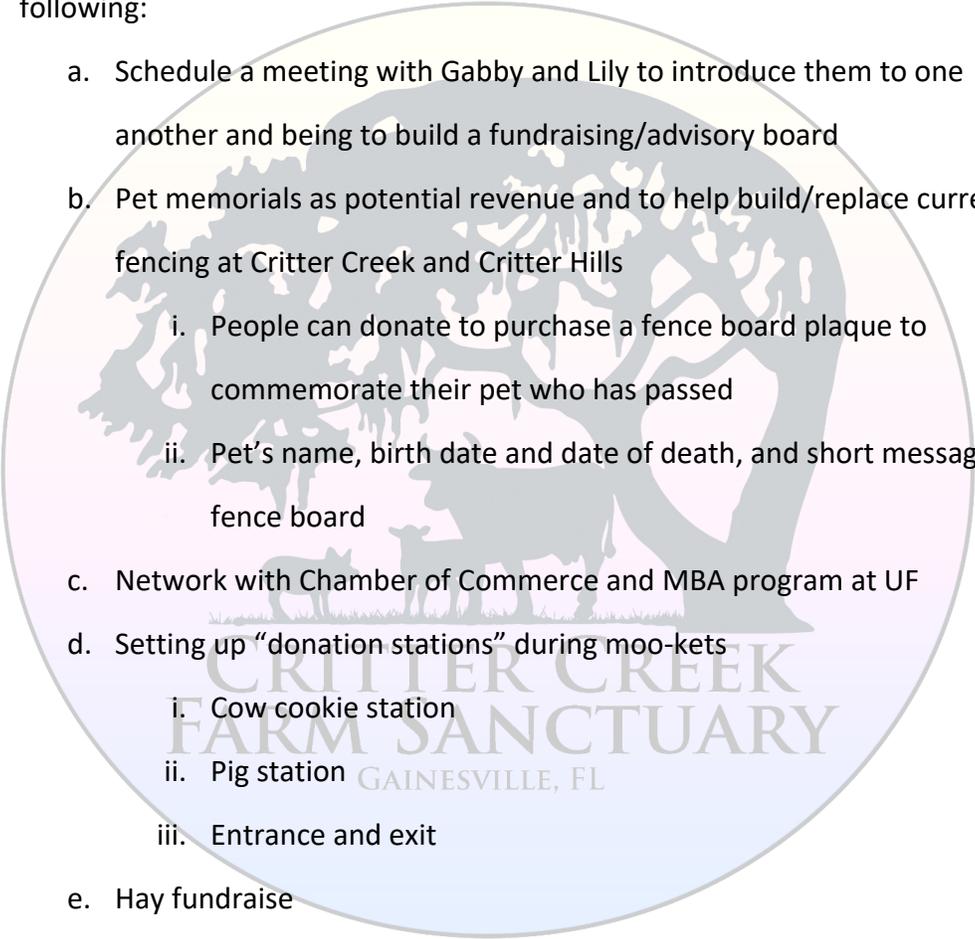
The board agrees that CCFS is not ready to reinstate public tours at this time and will revisit the topic in the future.

2. The board discussed implementing the following weekly volunteer tasks:
 - a. Weeding
 - b. Cleaning troughs and food bowls
 - c. Cleaning stalls
 - d. Cleaning pig area
 - e. Tours

The board discussed and agreed upon a weekly volunteer schedule for the

tasks listed above, beginning with volunteers taking over feeding duties twice a week (one weekday and one weekend day). Board Secretary SD will reach out to volunteers to coordinate and oversee volunteer days/times.

3. The board discussed donations/fundraising and the need to increase funds coming into the sanctuary through these methods and agreed upon the following:

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- a. Schedule a meeting with Gabby and Lily to introduce them to one another and being to build a fundraising/advisory board
 - b. Pet memorials as potential revenue and to help build/replace current fencing at Critter Creek and Critter Hills
 - i. People can donate to purchase a fence board plaque to commemorate their pet who has passed
 - ii. Pet's name, birth date and date of death, and short message on a fence board
 - c. Network with Chamber of Commerce and MBA program at UF
 - d. Setting up "donation stations" during moo-kets
 - i. Cow cookie station
 - ii. Pig station
 - iii. Entrance and exit
 - e. Hay fundraiser
 - i. Post on social media asking followers to buy the critters a roll of hay

The board agrees to discuss this matter further to decide on ways to implement the suggestions above. Vice President JW will reach out to the MBA program at UF, and Board Secretary Sheena Drost will contact Jillian at the Chamber of Commerce to investigate possible networking opportunities.

4. President ECA updated the board on the progress of the tiny house/Airbnb
 - a. Roof is on
 - b. Bedroom addition is almost complete

The board discussed and agreed that the latest desired timeline for completion is spring 2023.

There being no further business to come before the meeting, the meeting was adjourned at 4:00 P.M.

Sheena Drost

Sheena Drost, Secretary

