

Rabbit Advocates
Meeting Minutes
January 31, 2016

Present: Melinda Surrency, Mary Marvin, Mary Huey, Joan Gilbert, Kem Syper, Kate Brownlie, Lora Skelton, Kat Slinde
Karen Anderson, Allen Anderson, June Yamrick

Called to Order: Melinda Surrency

Approve last meeting minutes. Motion to approve: Lora S 2nd Mary M
Approved - unanimous

Treasurer's notes:

January 2016: first treasurer's report of the year
4,050 into medical fund made up of transfers that were credited to medical fund
(some carryover from December 2015)
Month total income 6,695
BBB 1500
General donations 700+
Spent 2600 on medical fund already
Federal tax return done, 990N
February checks to be deposited Monday 2/29

Motion to Approve: Kate B , 2nd Karen A
Approval - unanimous

Topic: Volunteer Coordinator Update - Lora S

Handed out sample of Volunteer Contract, several spelling corrections noted
Kat S - asking about adding second line to "would you like to be added to our
newsletter mailing list?" Add to RA email communications as well?
Probationary period same
Volunteer handbook, update in progress
Any edits within two weeks of 2/28, send to Lora S

Topic: Bunnypalooza update

No meeting yet, still looking for committee members. Only 5 so far
Kat handling communications with Washington County Fair Grounds
Need certificate of liability, Kem S will handle this
Kat S to engage Mary T to update website

Topic: Foster Committee Update - Karen A

Working on foster contract
Haven't had first meeting
Limit fostering to 18 y/o and older

Topic: Educational Committee Introduction - Kat S and Melinda S

Tempates OUT - decided on new format
Kat S sorting through what we have available
Tri Fold being worked on. Should be available soon - Joan G
Committee to decide finall contents of educational material. Meeting date TBD
New document to added - Q&A

Topic: Hay Packing Update - Mary M

Contact with Forward Stride, in process of moving so nothing available
Dave Marvin asking Naomi of Naomi's Farm Store if we can do hay packing there
No luck so far finding volunteer coordinator. Mary and Dave M filling in as interim coordinators
Last hay packing at Evelyn's is in May

Topic: Protocol for Communications to the Board - Melinda S

Please remember to use "reply all" when responding to board emails
Remember all board e mails are confidential

Topic: Rescue Rabbit Protocol - Melinda S

Karen A and Melinda S reviewing county rules and regulations regarding rescued animals
Melinda S proposing: is it an option for us to take rescued animals to a county facility for holding period to comply with laws
Investigate possibility of chipping rabbits

Topic: Outdoor Rabbit Rescue Protocol - Karen A

Follow law, respecting people/property and representing RA correctly
Karen A has protocol developed

Topic: Shelter Liaison Role - Karen A

Aaron Brenner - shelter liaison for Multnomah County
Karen A has list of questions for each Liaison to ask their shelter. Will e mail to board members this week

Topic: Hannah Society: Kate B

Karen A to send e mail to fosters re: vet education - steering adopters to appropriate rabbit savvy vets

Topic: Campaign for Easter discussion - KatS

Kat has flyer with chocolate bunny that we are allowed to use on our website
Use on facebook and webpage
Karen A has been posting Instagram Easter pictures
Allen A will do Craiglist post directing bunny adopters to RA for Easter Rabbits if they must have a bunny for Easter

Open discussion:

Photos of board members to Mary Thompson by end of March

Next meeting 4/3/16, 3:30-5:30, Kem Sypher's house (tentative date)

Meeting adjourned 5:45pm

Kate B