

MEETING MINUTES

Meeting Date: March 26, 2025

Meeting Time: 8:00pm EST

Meeting Location: Virtual

Meeting Attendees: Kimberly, Hailey, Steph, Christina, Shyanne, Karen, Jasmine

Meeting Regrets:

This meeting was called to order at 8:15pm. EST.

Agenda Review / Additions

Main Discussion Topics and Action Items

1. Welcome to Shyanne

2. Vote on new Member

- Christina motions for Jennifer to join the team. Shyanne seconds the motion. Kimberly, Hailey, Jasmine, and Steph vote in favor. The motion passes.

3. Understand current needs/projects

- Reviewed the most recent veterinary bills
- Upcoming vet appointment for Journey, Jeanie, and Crackers scheduled for the 11th — approximately two weeks away
- Cambellford foster group has a scheduled farrier visit; noted that a few horses are not currently sponsored.
- April care costs are approaching — planning and budgeting required
- Agreed to begin fundraising efforts sooner rather than later to stay ahead of upcoming expenses
- An April sale is scheduled for the 5th; participation will depend on financial standing at that time
- Regardless of the sale outcome, the team will proceed with travel to ID

4. Role reviews

- Jennifer
 - Responsible for issuing tax receipts
 - Canva for design needs
 - Handles thank-you messages and donor relations
 - Involved in sponsorship planning
 - Oversees the marketing portion, including:
 - Advertisements
 - Gifts for sponsors
 - Newsletters
- Initiative is necessary in all roles

5. Support required

- Shyanne is seeking support in getting to know the horses, as she is still new to the team

6. Gaps to fill

- None indicated

7. Deadlines and accountability

- Set reasonable deadlines to ensure responsibilities are completed effectively and on time.
- Be accountable — both for your individual role and to the team as a whole.
- Clear communication and follow-through are key to our collective success.

8. Horse Update Additions

- Keeper:
 - No heart murmur detected
 - Had a large bean removed
 - Cleared for riding
 - Ready to begin the adoption process
- Journey:
 - In need of a job
 - Available for adoption
 - Will continue working with him as time allows
- Journey, Jeanie, and Crackers:
 - Next vet appointment is scheduled for the 11th — approximately two weeks away.

Meeting adjourned 9:10pm.