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|  | Meeting minutes  April 28, 2020 |

# Board Meeting

* **Manuals/Documents**
  + Meeting with all members of the rescue on an as needed basis
  + Questions/Concerns button on website.
  + Edit FAQS on website.
  + Combine manuals into one.
* **Foster Applications**
  + Add new questions
    - Have you fostered before?
    - What organization?
      * Reference check
    - Why did you leave?
    - Have you ever given up a dog?
  + Add to next month's agenda.
* **Supplies**
  + Look into getting a drop box.
  + Order martingales for the rescue and to sell.
* **Legal**
  + Google was emailed.
  + Bylaws
  + Dawn Castillo
* **Retraining**
  + Meet with foster/volunteer trainers
  + Refresh with everyone
    - Go over everything
    - Training everyday of the week
  + Foster
    - Make checklist
      * Comment section
      * Decompression
      * Expectations
      * Commitment
  + Upload Contract
    - Issues with S/N not being initialed
    - Write Venmo on top
  + Make training tab on website
    - Reference materials
    - Checklists
    - Jotform to send?
    - Photo of vaccine sheet
      * Where to document
* **Litters of puppies**
  + Beatrice DOB 3/27
    - 6wks- 5/8 or 5/9
    - 8wks- 5/23
  + Pinto DOB 4/7
    - 6wks- 5/19
    - 8wks- 6/2
  + Kierra DOB 4/16
    - 6wks- 5/28
    - 8wks- 6/13
  + Oreo DOB 4/12
    - 6wks- 5/26
    - 8wks- 6/7
  + Felicity DOB 4/28
    - 6wks- 6/9
    - 8wks- 6/21
  + Bottle Feeders DOB 3/26
    - 6wks- Vaccines administered by Clarke County 4/30
    - 8wks- 5/23
  + Post at 8 weeks and meetings at the office.