

Voting Board Members Present:

☒ Chris Campbell

☒ Eric Trevor-Roberts

☒ Dawn Guenot

☒ Anthony Frisina

TIME	TOPIC	DISCUSSION / ACTION	STATUS
7:30 PM	Call to Order		
7:33 PM	Board Meeting - Change Day/Time	Due to scheduling conflicts, a request was put forth to consider a new monthly day and time for the monthly board meeting.	Agreed to move to 8:00 PM Eastern on a trial basis
7:36 PM	Possible new volunteer	Sandy Wilson has expressed interest in the Treasury position.	Further consideration with possible vote at the next board meeting
7:36 PM	Maintenance Report	Keeping up on the pasture mowing. Eric has his trimmer now, so he can keep up with the additional trimming tasks. Everything is going well. Other volunteers are pitching in to help. Hay should be received in 4 weeks. Eric wants to do another count and place another order. Chris shared appreciation to Eric for assisting with feeds.	
7:37 PM	Treasury Report	Gwen completed the annual taxes and submitted via e-file. The license for PATH with the Secretary of State needs to be done before next Thursday. That will be approx \$75. Dawn put forth the concern Gwen brought up at the previous meeting regarding an on-site PATH-certified instructor. PATH has already accepted the payment, thus we're a PATH-center member. Gwen states we may not have anything to be concern about regarding PATH.	HFH will follow-up on the PATH concern
7:40 PM	Eric has left the meeting		
7:41 PM	Camp Counselors Contracts	Julie noted we have 4 camp counselors. Emma will be camp director. Emma agreed to \$17.00/hr which will be in the contract for Emma. PeeWee and Standard Camp instructors will be rated at \$16.00/hr and and PeeWee Camp Instructor Assistant will be rated at \$15.00/hr.	
7:50 PM	Camp Update	First 3 weeks of summer camp are sold out, except for PeeWee Boys. Push is needed to fill as many slots as possible. Extended discussion on status of camp.	Continue marketing campaigns to get the information out
7:54 PM	Summer Camp Horses	Gwen is offering to lease some horses she has available to HFH for summer camps. Extended discussion on horse availability in HFH's herd.	
8:00 PM	Organizational Chart	Chart is available for staff. Dawn suggested one be printed and staged in the office for general staff use. There's been questions during the week that an organizational chart would be useful for.	Operations will look into placement.

8:02 PM	Software usage for communication / Security-focused	Anthony made aware that software usage in the organization should go through the IT Manager for review prior to adoption. This is to present a more security-focused mindset based upon what we do.	
8:05 PM	Possible Streaming Camera for Annie the horse's pregnancy	Concern was around our hotspot's capability to remain on and not have a battery problem. Service is currently off and would have to be paid to reactivate.	Further consideration by Chris and Anthony on viability
8:10 PM	Scheduling a Budget Meeting	Some preparation required, including getting an initial budget prepared for the meeting. Scheduling will be tougher.	Preparation work needs to be done before scheduling
8:11 PM	Property Lease	Taxes on the property were deferred for the past two years ('23 and '24). Possibly looking to get an extension on our lease by another year if we offer to pay a portion of the taxes plus our current rent rate. Anthony noted having two budget plans, one that includes getting an extension on the lease. Ties into the previous conversation. Gwen notes that we need to have a long term plan and to make sure there's a clause requiring a minimum amount of time to be provided notice to move out if the owner decides not to renew if we do get the initial extension.	President of the Board will discuss with the property owner
8:15 PM	Lessons Report	We're limited on Instructor availability. We have another instructor that is set to start in the summer, we may be able to ask the individual to start sooner.	
8:19 PM	Treasury Report	HFH is at \$10,503.97 in the primary account. Savings account is at \$16,202.30. Note we have bills coming that will reduce our primary account funds. Savings funds are set aside for the operational costs of Summer Camps. Anthony notes we may need an additional fund account to start working towards new property (lease or buy), as the current lease is up in 2027.	Further discussions on Anthony's concern
8:22 PM	Office Organization	Note to work on reorganizing the office and barn, including the file cabinet.	
8:26 PM	Horse Care Lease Confusion	Chris had some confusion surrounding the Full Horse Care Lease during summer camp. Owners of horses won't get paid for anything with a Full Horse Care Lease during Summer Camp? The answer is the owners of the horse won't pay anything unless exceeds \$1,000 of the emergency funds. Extended conversation until the end of the meeting.	
8:47 PM	Meeting adjourned		