

House Rabbit Network, Inc
Board of Directors Minutes
April 14, 2013 1pm at the Billerica library.

Roll Call:

Linda Massey, Diane Mayer, Suzanne Trayhan. A quorum was present.

Business

Minutes from the March Meeting were approved.

Marvin- Sanctuary

A request was presented to make Marvin an HRN Sanctuary rabbit. He is terminally ill with cancer and prognosis is that he has 1-4 months. Recommendation was approved by Dr Kruse and the medical committee.

Vote- Unanimous to make Marvin sanctuary.

Tax Update

Form 3M was filed with the state of MA.

Suzanne & Laura met with the accountant on April 11 and provided her with the year end balance sheet, profit and loss sheet. It was determined that we still qualify to file form 990N. Laura will be filing form 990N for us with the IRS. LeighAnn (accountant) will be doing forms 990EZ and PC for us to file with the AGO.

Shelter Space

Our lease is expiring and the landlord has not given us a new lease. The way the lease is set up, we will convert to month to month tenants with 30 day notice. Concern was expressed in that we would have a tough time moving out in 30 days notice. We are fine with month to month provided we can get the notice time extended, preferably to 90 days (but at least 60)

Action Item- Janelle to consult with the landlord to see about increasing the notice time.

Expanding shelter space

General discussions about the cost of expanding to the other half of the floor essentially doubling our rental space. Landlord would rent us the entire bottom floor for \$1600 (inc utilities) which is \$700 more per month. Discussed with the shelter manager plans for how the new space would be used and other potential increased costs. This was reviewed against our latest financials. It was agreed that it would be nice to have the larger space, but right now it would not be financially wise. Discussion tabled.

Next Board

General discussions about the next board of directors. Elections are set for next month (May). Linda expressed that she would like to take a break from being on the board and does not intend to run for next year. General discussions about increasing the board size to 5, even if we have some vacancies. This will allow us to add qualified candidates if they come along. Everyone was going to think this through until the next board meeting when we set the board for the next year.