



**2024**  
**Year-End Report**

## **MESSAGE FROM THE CHAIR**

I am pleased to present this FOSS Year-End Report for 2024. Using the building blocks created in 2023 in organizational structure, systems modifications and overall staff experience levels, FOSS has expanded its outreach and mission during 2024.

During 2024, FOSS increased its growth in two directions. The first direction was an increase in depth; more adoptions, more community events, more fundraisers, more grants. The second direction was an increase in breadth; relationships with New Leash On Life, Best Friends Society, Media Outlets (WGHP, WXII, Fox8) and the Surry County Animal Shelter.

One of the highlights for the year was our volunteer activities. During 2023, we added many volunteers. In 2024, their strength in both numbers and experience was significant. One of the many examples of this was the April 7 "Sparkle Sunday" event. Organized by our Volunteer Coordinator, Lorrie Bennett, this day saw dozens of volunteers, staff, and board members, scrubbing, dusting, and polishing. Bringing the facility to a bright sparkle. This is a great example of our team effort. We couldn't exist without our volunteers.

In the first two months of the year we lost two board members. Both were replaced by March getting us back to a total of 9 members. In April, the existing job description for our Board Chairman was reviewed and modified. The position was not an attractive one due to the large amount of duties associated with this single position. The board decided to split the duties between the Board Chair and a new position titled General Manager. The Board Chair would be responsible for external relations and direct the activities of board members who continue to provide overall policy direction and standards of operations. The General Manager would direct the personnel positions and be responsible for managing day to day operations. The new General Manager position is uncompensated. *See Organizational Structure*

Recognizing that our donor base is crucial to our continuing operation, we have used both our WishList program and our recurring donation program to both engage our donors and provide needed revenue and supplies for our operations. In 2024, our WishList provided a total in-kind donation of \$13,885,59 in supplies and our number of recurring monthly donors has increased to 26.

Starting in the second quarter of 2024, we adjusted our spay/neuter program to include low cost clinics in the Greensboro area. Our analysis indicated that we would save significant cost even if we added in the extra labor and van cost for increased transport requirements. That has turned out to be true and by the end of the year we were under our predicted budget by over \$6,000

In October, our annual large fundraiser, Masquerade for Mutts, was a great success. Again our volunteer group was instrumental in pulling it all off. It was organized and led by the Fundraising Committee of the board but there were over 40 staff and volunteers that came together to raise a net profit of over \$40,000.

During August we tackled a new grant offered by the Margaret Petrie Foundation. This organization concentrates on providing funds for spay/neuter expenses. Our application requested funds for our organization but also funds for a trial program we would offer to low income applicants in Stokes County. In October we received the grant along with a check of \$24,441 which represents a new high for FOSS grants.

When preparing the 2024 budget, we had estimated a need to supplement our 2024 projected revenue with an additional \$15,150.00 from the Fund Balance to cover anticipated expenditures.

We were able to both decrease our 2024 expenditures and increase our 2024 revenues to turn that around to a surplus of \$19,926. *See Financials.*

It was an honor to take over the Board Chair position from Mike Barsness starting in April of 2024. Mike accepted the position of General Manager in addition to his role as a board member. We continued working closely together to succeed with our 2024 goals.

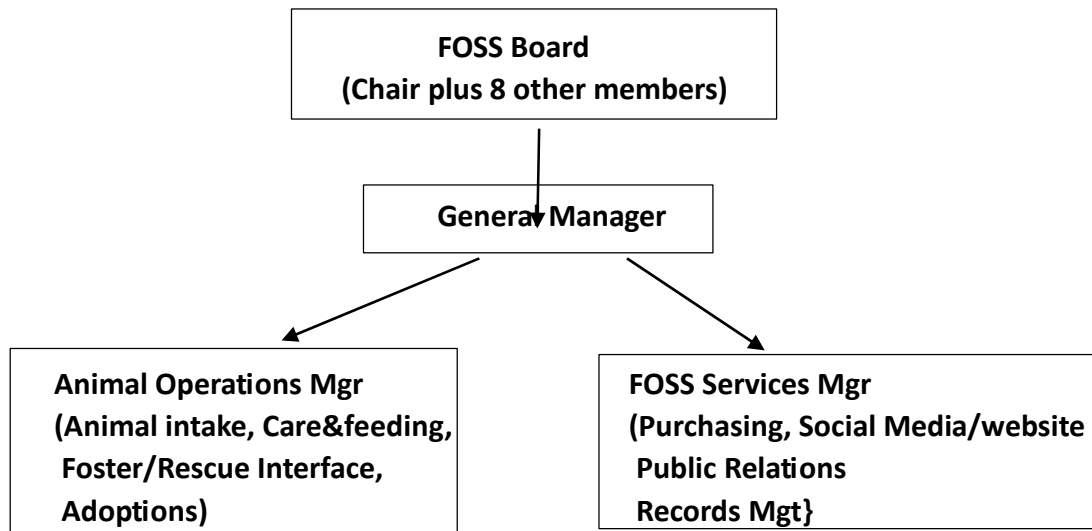
Leslie Staples

## **ORGANIZATIONAL STRUCTURE**

In addition to providing information to FOSS members, the Year-End Report is intended to enlighten our donor base and prospective donors on how FOSS is structured. The abbreviated Organizational Chart below illustrates how FOSS is staffed.

The FOSS board is responsible to set the tone and tenor of the organization. The daily responsibility for meeting the FOSS mission and goals in 2024 rested with the two section managers, Emily Burgess (Animal Operations) and Renea Brown (FOSS Services) with oversight provided by the General Manager (Mike Barsness). In addition, volunteers played a very important role in FOSS successes.

### **FUNCTIONAL ORGANIZATION**



## **MISSION & ORGANIZATIONAL VALUES**

It is the mission of the FOSS Animal Adoption Center to operate a privately run no-kill animal shelter in Stokes County that accepts and cares for healthy dogs and cats until an approved,

loving, and welcoming home can be found for them. We will promote these deserving pets to the best of our ability while providing compassionate care at all times.

Value 1: The principle of humane treatment for all living things is paramount.

Value 2: All dogs and cats deserve a safe and permanent home.

Value 3: The first operational priority is to diligently protect the health of all animals and provide sanitary facilities until adoption.

Value 4: FOSS is committed to the highest standards of integrity.

Value 5: Volunteer assistance is key to meeting FOSS goals.

### **ACCOMPLISHMENTS IN 2024**

In addition to those highlighted above, the following list illustrates many, but not all, of the accomplishments at FOSS during the past year:

#### **ANIMAL OPERATIONS** – *Manager Emily Burgess*

1. 364 dogs and cats were received for care at the FOSS Center - an increase of over 90 from 2023.
2. 290 animals were adopted into new homes – an increase of over 60 from 2023.
3. 90 animals were transferred to Animal Rescues and Sanctuaries – an increase of over 30 from 2023.
4. Volunteers provided 10,027 hours of work for FOSS – up from 5,760 in 2023.
5. FOSS's relationship with New Leash on Life continued throughout the year. Seven of our animals entered their program this year.
6. A PetFinder connection was added to FOSS software allowing a wider reach for potential adopters.
7. The adoption application form was streamlined to allow increased ease of use for both potential adopters and internal reviewers.
8. Trained volunteers continued to take dogs on off-site walks, hikes and overnight visits.

#### **FOSS SERVICES** – *Manager Renea Brown*

1. The FOSS monthly newsletter became a highly successful and acclaimed , event.
2. The Reading Buddies program occurred every other week with Walnut Cove Elementary School.
3. Many community events were added to our calendar in 2024. The list includes two school career fairs, Walnut Cove Christmas parade, Springfest, FallFest, Meet Me on Main, Kingfest, Stokes Stomp, Stokes County Fair, Fire in the Foothills, and, the Blessing of the Animals.

4. Trained volunteers take our animals to community events and to PetSmart, Tractor Supply, etc. events.
5. School groups, Girl Scouts, and others engaged in activities such as reading, career day, cleaning & sanitation at the Center.
6. We have local high school students who are interning at the center to earn high school class credits.
7. Team members participated in public fundraising events such as the inaugural Putts For Putts, Pups for Pints, inaugural Bags, Brews and Q, inaugural Pet Contest, Clogging For A Cause, and, Masquerade for Mutts.
8. A spring clean-up was held at the Center involving staff and volunteers.
9. Was the recipient of several donation drives including a YOLO hikers' 500 mile hike
10. The Best Friends Animal Society visited the center and trained staff.

### **BOARD AND COMMITTEE ACCOMPLISHMENTS**

FOSS board members through committees were active in assisting staff with operational activities, policy development, and numerous events. Examples are listed below.

Animal Services Committee:

- A PetFinder connection was established for our adoptable animals,
- The existing adoption application form was streamlined to provide ease of use

Facilities Committee:

- The washer was repaired and then replaced by a new donated washer. The dryer was not affected.
- Outside concrete areas were re-sealed for moisture protection.

Fundraising Committee;

- Planned and executed 5 events including the very successful Masquerade for Mutts Gala event. Others were a new Golf Tournament and Cornhole Tournament. See *Accomplishments*.

Marketing/Public Relations

- Animals have been featured on WGHP, WXII and Fox 8 media outlets

Policy Committee

- Created or revised over 30 policies and job descriptions including the major bedrock policies of the Fundraising Plan and the Records Retention Plan.

## **FINANCIALS**

FOSS adopts an annual budget to responsibly manage its expenditure activities during the January-to-December fiscal year, as established in bylaws. The budget process, under the direction of the board chair, begins in the month of October and concludes in December. It consists of multiple rounds of reviews incorporating input from staff and board members before being presented to the Board of Directors for discussion and adoption no later than December 31st.

Assets exceeded liabilities at the close of the 2024 fiscal year by \$629,140.80 (net position). This net position increased by \$19,925.66 from the previous year. 77% of the net position is in capital assets, meaning these assets are used to provide services and consequently not available for future spending. FOSS does not own real property however it owns the structure located on leased land.

FOSS budgeted for an estimated revenue intake of \$184,150.00 but projected a need to supplement that amount by \$15,150.00 to meet anticipated expenditures. Actual revenues and expenditures were \$215,942.91 and \$196,017.25 respectively, allowing an addition of \$19,925.66 to the fund balance.

One budget amendment was adopted in June to increase our payroll expenditures by \$420 to cover the new required payroll service.

FOSS has no assets subject to external restrictions except for:

1. The land on which the FOSS structure is located is leased from Stokes County. If the structure is sold for any purpose other than an animal adoption center, it reverts to County ownership.
2. Occasional small donations or grants received for specific needs, e.g., medical care.

FOSS currently has no long-term debt.

Below is our two year Statement of Revenues, Expenditures and Change in Fund Balance.

<b>Friends of the Stokes Shelter, Inc</b>			
<b>Statements of Revenues, Expenditures and Change in Fund</b>			
		<b>2024</b>	<b>2023</b>
<b>Revenues</b>			
Adoption Fees		\$ 43,715.23	\$ 28,904.50
Fundraising		\$ 35,839.98	\$ 25,135.05
Corp/Indiv Sponsors		\$ 11,464.93	\$ 8,000.00
Donations		\$ 94,481.77	\$ 85,298.60
Grants		\$ 30,441.00	\$ 6,000.00
<b>Total Revenues</b>		<b>\$215,942.91</b>	<b>\$ 153,338.15</b>
<b>Expenditures</b>			
S/N & Vet(exam,illness)		\$ 46,564.58	\$ 33,194.63
Animal Supplies		\$ 4,027.06	\$ 1,847.97
Vehicle Op&Maint		\$ 1,272.98	\$ 1,022.74
Office/Admin		\$ 1,963.48	\$ 1,792.91
Fundraising/Public Relations		\$ 14,958.74	\$ 12,883.78
Utilities		\$ 16,175.37	\$ 13,524.40
3rd Party Fees		\$ 3,945.93	\$ 2,411.28
Payroll		\$ 107,109.11	\$ 86,359.71
Capital Expenditures		\$ -	\$ 2,561.99
<b>Total Expenditures</b>		<b>\$ 196,017.25</b>	<b>\$ 155,599.41</b>
<b>Revenues Over(Under) Expen</b>		<b>\$ 19,925.66</b>	<b>\$ (2,261.26)</b>
Fund Balance Beginning of Ye		\$ 124,321.72	\$ 126,582.98
Fund Balance End of Year		\$ 144,247.38	\$ 124,321.72

### **FOSS ENDOWMENT FUND**

The FOSS Endowment Fund was established on October 3, 2022, with the Winston-Salem Foundation serving as Trustee. The FOSS board chose not to immediately receive quarterly distributions. All distributions are held in a sub-account until the board takes different action at some later time.

The Endowment Fund as of 12/31/2024:

FUND:	CO952 Friends of the Stokes Shelter
Net Assets:	\$30,438.98
Available Balance:	\$2,211.14

## **BOARD OF DIRECTORS**

At year-end the FOSS Board of Directors was comprised of the following:

- Leslie Staples, Board Chair, Treasurer
- Mike Barsness, Vice-chair
- Tanya Gardner, Secretary
- Kate Waterman
- Fran Hollis
- Aaron Sisco
- Cindy Holby
- Sherry Smith
- Open position

Board members who left FOSS during 2023 included Diane Cofill, Caleb Swaim.

## **THE PATH FORWARD**

2025 will come with new challenges but we are about to enter our 6<sup>th</sup> year and have a lot of valuable experience to guide us. If we agree, as a team, to continue to build and retain an expansive donor base, choose expenditures wisely, give our management team latitude to be creative, and protect our community relationships, then the path forward will be positive and enjoyable as we place more animals into homes.

Respectfully submitted,

Leslie Staples  
Board Chair