



Protectors of Animals, Inc.

Board Meeting – September 23, 2014
Welles-Turner Memorial Library, Glastonbury, CT

Board Members present: Jody Macrina, Stacey Doan, Sara Taylor, Zach Stewart, Ron Plante, Greg Simpson, JoAnn Azzara, Jordan Price, Mukesh Sharma, Roopa Rajaramadoss

Board Member absent: Debbie Nichols

Staff Members present: John Thomas (Executive Director), Kerry Bartoletti (Grants Coordinator)

Guests present: Janna Pedersen (Ampersand Consulting), Andrew Klein (Volunteer, Dog Team and member of Strategic Planning Committee)

1. **Call to Order:** The meeting was called to order at 5:37 p.m.

2. **Strategic Plan Presentation**

- Janna Pedersen presented the Strategic Plan Report, which had been distributed to the meeting attendees prior to the meeting.
- The Report made the following recommendations, among others:
 - Consider hiring a development consultant.
 - Transition to a governing and fundraising Board from an operational Board.
 - A logical next step would be for the Executive Director to hire a part-time administrative assistant, based on the availability of financial resources to do so.
 - Form a Governance Committee (can also be called a Board Development Committee).
 - Consider working with a Board coach to ease the transition from a Board focused on operations to a Board focused on strategy and governance.
- After the foregoing discussion, J. Pedersen departed the Board meeting. There was general discussion around prioritizing the goals that arose out of the strategic planning process and general agreement that Board members should come to the October Board meeting prepared to discuss the prioritization in more depth. J. Thomas stated that he would reach out to one of his contacts to ask if she could be available to facilitate this discussion.

- S. Taylor volunteered to chair a Governance Committee and asked for volunteers to contact her if they want to join the committee. S. Taylor also stated that the Governance Committee would consider engaging a Board coach, as recommended in the Strategic Plan Report. Engaging a Board coach would likely be contingent on POA's ability to obtain grant funding.

3. Minutes of the August 19, 2014 Board of Directors Meeting:

S. Doan made a motion to accept the minutes as written; R. Plante seconded. The motion unanimously passed.

4. New Business:

- Z. Stewart gave a brief Treasurer's Report. He stated that corrections were being made to the 2013 Form 990, per the discussion at the August 2014 Board meeting. The Audited Financial Statements were available for distribution at the meeting. There was general agreement that it would not be necessary for the auditor to attend the October 2014 Board meeting.
- Z. Stewart also distributed and discussed the latest financials. Through August 31, 2014, POA is approximately \$11,000 off the 2014 Budget because revenues are down. Adoption fees are significantly off the budgeted amount (over \$18,000 under budget), and fundraisers (over \$7,000 under budget) and grants (over \$6,000 under budget) are off budget as well. General donations, however, are higher than anticipated (over \$8,000 ahead of budget). Expenses are well within budget thus far in 2014, and POA's overall financial position remains solid.
- J. Thomas discussed his monthly report to the Board and highlighted that a volunteer will be assisting with organizing Unit E, which will include shredding non-essential documents that are being held in storage. J. Thomas also stated that POA received 50 TNR vouchers from the State of Connecticut.

5. Adjournment:

- The meeting adjourned at 7:03 p.m.
- The next Board of Directors meeting is scheduled on October 21, 2014 at 6:30 p.m. at 144 Main Street, Unit E, East Hartford, CT.

Submitted by: Sara Taylor, Secretary