



Protectors of Animals, Inc.  
Board Meeting – October 20, 2015  
144 Main Street, Unit E  
East Hartford, CT

Board Members Present: Stacey Doan, Ron Plante, Mukesh Sharma, Jody Macrina, JoAnn Azzara, Jim Byrne and Beth Smith

Board Members Absent: Jordan Price, Zachary Stewart

Staff Member present: John Thomas, Executive Director  
Grant Writing Coordinator present: Kerry Bartoletti

At 6:35 p.m., TD Bank Representative Francine Smith was introduced by J.Thomas. Ms. Smith outlined the benefits of having funds with TD Bank and answered questions about moving POA's checking account from First Niagara to TD Bank, given the Board's concerns about the ceiling of \$250,000 being insured through FDIC. The Board thanked Ms. Smith for her time and expertise and will discuss the issue and make a recommendation.

**1. Call to Order:** The meeting was called to order at 6:45 p.m.

**2. Consent Agenda:**

- Minutes of the September 22, 2015
- Executive Director's Report
- Grant Coordinator's Report

**S. Doan made a motion to accept the Consent Agenda as presented; J. Byrne seconded. The motion unanimously passed.**

**3. Treasurer's Report:**

- Board members voiced concern about the high rise in veterinary expenses. J. Byrnes stated that the situation is an emergency and asked J. Thomas what is driving up the costs.
- J. Thomas stated various dogs and cats that POA took in required expensive vet treatments.
- J. Thomas also stated that no more cats would be brought into the shelter during the month of October and that the Low Cost Clinic at Dakin would be maximized.
- S. Doan asked why additional veterinarians have been brought on as POA partners and requested from J. Thomas an updated list of approved vets with agreed-to discounts.

**4. Review Budget Draft, Proposed POA Spay/Neuter Clinic:**

- K. Bartoletti advised that she used the Humane Alliance's model in creating the draft Clinic budget and stated that the model can always be changed to fit POA's needs.
- K. Bartoletti answered Board member's questions, and a discussion ensued about how the Clinic would be run and how many animals would be spayed/neutered during Clinic hours.

- S. Doan recommended moving forward with the Clinic, and concern was voiced by J. Byrne and B. Smith about not being familiar enough with the topic to be able to comfortably cast a yes vote.

**M. Sharma made a motion to proceed with planning stages of the Clinic with reports provided to the Board prior to committing any funding to the project. S. Doan seconded the motion. Motion unanimously passed.**

**5. Youth Volunteer Waiver Draft 2:**

- J. Byrne presented the Youth Volunteer Waiver second draft.

**R. Plante made a motion to proceed with the revised Youth Volunteer Waiver. J. Macrina seconded the motion. Motion unanimously passed.**

**6. Pet Point Shelter Management Software:**

- J. Thomas advised that he is moving forward with the Pet Point Management software
- As the software does not track expenses, J. Thomas advised that an Excel sheet will be developed to track expenses.

**7. Spring 2016 Fundraiser:**

- S. Doan advised the Board that there has been no discussion of a 2016 spring fundraiser. S. Doan stated without a volunteer stepping up to chair the committee, it is questionable as to whether a fundraiser would be held. Discussion ensued, and the decision was made to do an email "all call" to volunteers asking if someone would be willing to take on that role. J. Thomas will send the email out.

**8. New Business:**

- S. Doan advised that with the departure of Board Secretary, Sara Taylor, she will now hold the title of Vice President and Secretary until another Board Secretary is recruited. S. Doan stated that she will record and transcribe the minutes of the October Board meeting, but requested that other Board members share in that task on a rotating basis. J. Byrnes agreed to record and transcribe the minutes at the November 17, 2015 meeting.

**9. Adjournment:**

- The meeting adjourned to Executive Session at 7:45 p.m. Executive Session adjourned at 9:30 p.m.
- The next Board of Directors meeting is scheduled on November 17, 2015 at 6:30 p.m. at 144 Main Street, Unit E, East Hartford, CT

Submitted by: Stacey Doan, Vice President and Secretary