



Protectors of Animals, Inc.
Board Meeting – September 22, 2015
144 Main Street, Unit E
East Hartford, CT

Board Members Present: Ron Plante, Mukesh Sharma, Jody Macrina, Sara Taylor, Jordan Price, Zachary Stewart, Jim Byrne, Beth Smith

Board Members Absent: JoAnn Azzara, Stacey Doan

Staff Member present: John Thomas, Executive Director

1. Call to Order: The meeting was called to order at 6:36 p.m.

2. Consent Agenda

- Minutes of the July 21, 2015 Board of Directors Meeting
- Treasurer's Report
- Executive Director's Report
- Grant Coordinator's Report

R. Plante made a motion to accept the Consent Agenda as presented; J. Macrina seconded. The motion unanimously passed.

3. Donor Outreach, Thank You Calls – Update

- There was general discussion regarding status of Thank You telephone calls to donors who gave \$250 or more to POA in 2015. R. Plante suggested that Board members complete telephone calls by the end of the week following the Board meeting.

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

- Kerry Bartoletti prepared a budget for the proposed POA Spay/Neuter Clinic based on a format provided by the Humane Alliance.
- There was general discussion by the Board about building out Unit E for a clinic. The budget prepared by K. Bartoletti shows that the clinic would be profitable once it is up and running. However, there are open questions regarding funding the build-out and start-up costs. Board members also had additional questions about items on the budget. It was agreed that Board members would send their questions to J. Thomas for compilation so that he could forward them to K. Bartoletti prior to the October Board meeting. K. Bartoletti will be asked to attend the October Board meeting to address these questions.

5. Draft Youth Volunteer Waiver:

- J. Byrne presented a draft waiver to be signed by parents/guardians of potential volunteers under age 18. J. Thomas would like to allow volunteers as young as 15 years old. Board members were more comfortable with allowing 16 and 17 year olds volunteer in the youth volunteer program at first, and if the program is going well, expanding it to include 15 year olds.

- Another document would be signed by the youth volunteers, but that document would not have any legal effect because, legally, they are minors. However, it was generally agreed that having the youth volunteers sign a document would be beneficial. This document would be called an agreement or acknowledgment, however – not a waiver.
- There was discussion regarding making revisions to the documents to make them more user-friendly and removing some of the “legalese” in the documents. J. Byrne also agreed to add headers to the documents, which would make them easier to read.
- It was also pointed out that the parent/guardian signing the waiver should be asked to attest that the youth volunteer is at least 16 years old.

6. New Business:

- There was no new business.

7. Adjournment:

- The meeting adjourned to Executive Session at 7:30 p.m. Executive Session adjourned at 9:20 p.m.
- The next Board of Directors meeting is scheduled on October 20, 2015 at 6:30 p.m. at 144 Main Street, Unit E, East Hartford, CT

Submitted by: Sara Taylor, Secretary