



Protectors of Animals, Inc.
Board Meeting – June 16, 2015
144 Main Street, Unit E
East Hartford, CT

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

Board Members Absent: JoAnn Azzara

Staff Member present: John Thomas, Executive Director

- 1. Call to Order:** The meeting was called to order at 6:32 p.m.
- 2. Minutes of the May 19, 2015 Board of Directors Meeting:**

Z. Stewart had a minor change to the Treasurer's Report in the minutes. S. Taylor asked that he send an email indicating the exact language that should be used instead, and he agreed to do so.

S. Doan made a motion to accept the Minutes of the May 19, 2015 Board of Directors meeting as modified; Z. Stewart seconded. The motion unanimously passed.

- 3. Executive Director's Report:**

- J. Thomas indicated that he believes that the Board should consider allowing younger volunteers (ages 16-18) to volunteer for POA. At the Board's request, he agreed to research possible increases in insurance costs and how POA's volunteer agreement and waiver would need to be modified. J. Thomas also agreed to research what other animal rescue organizations are doing. Some concerns that were raised by Board members: Supervision of younger volunteers and how to grant them access to the shelter. A limit to the number of younger volunteers who are accepted as volunteers was also discussed. If the Board approves allowing younger volunteers, it is likely that the younger volunteers would be limited to volunteering at the cat shelter.
- J. Thomas discussed shelter statistics. The veterinary costs payable to Vet for Pet Animal Clinic have been significant to date. There has been concern that Vet for Pet has been providing services over and above what may be necessary, so J. Thomas will be monitoring the use of Vet for Pet going forward. Only basic cases will be sent to Vet for Pet.

- 4. Treasurer's Report:**

- Z. Stewart discussed separating fundraising codes in the financial statements for greater clarity. One code would be used for larger fundraisers (such as the annual gala in March) and another would be used for smaller fundraisers and apparel sales.
- The 2014 audit is still pending.

5. Governance and Nominating Committee:

- S. Taylor presented for a vote the following POA Board of Directors Proposed Slate of Candidates to serve on the POA Board of Directors from 2015 to 2017:

President	Jody Macrina (Class II)
Vice President	Stacey Doan (Class III)
Secretary	Sara Taylor (Class III)
Treasurer	Zachary Stewart (Class I)
Board Members	JoAnn Azzara (Class III) Jim Byrne (Class I) Ron Plante (Class III) Jordan Price (Class II) Mukesh Sharma (Class I) Beth Smith (Class II)

- Beth Smith is a candidate nominated by J. Byrne. Her nomination was supported by S. Taylor. Originally, she was placed in Class I, but J. Byrne reported that she preferred to be in Class II. The Proposed Slate of Candidates was modified accordingly.
- Class I has three terms available (2015-2017, 2017-2019 and 2019-2021); Class II has two terms available (2015-2017 and 2017-2019); and Class III has one term available (2015-2017).
- If the Proposed Slate of Candidates is approved, there will be a total of 10 Board members. The POA Bylaws require that 75% of all current Board members be present at a meeting for quorum requirements to be met. Therefore, unless and until additional Board members are elected to the Board, at least eight (8) current Board members must be present at a meeting for quorum requirements to be met.

S. Doan made a motion to accept the Proposed Slate of Candidates as modified; M. Sharma seconded. The motion unanimously passed.

6. Operations Assistant

- The Board discussed a proposed job description for an Operations Assistant. The position would report to the Executive Director of POA. The Board generally agreed that the proposed job description was an excellent start and discussed whether the position should be full or part-time. J. Thomas stated that he believed that there is enough work to be done that this position could be full-time.
- J. Price stated that he thinks that the proposed job description may merit a broader title than Operations Assistant.
- The Board asked J. Thomas to do some additional research regarding comparable positions at other animal rescue organizations and salaries for those positions.

7. New Business:

- None.

8. Adjournment:

- The meeting adjourned at 8:04 p.m.
- The next Board of Directors meeting is scheduled on July 21, 2015 at 6:30 p.m. at 144 Main Street, Unit E, East Hartford, CT

Submitted by: Sara Taylor, Secretary