



Protectors of Animals, Inc.
Board Meeting Minutes – April 18, 2017
6:30 p.m. – 144 Main Street, Unit J
East Hartford, CT

Board Members Present: Jody Macrina, Stacey Doan, Ron Plante, Leslie Wetstone, Michael Pezzullo, Jordan Price, JoAnn Azzara, Jim Byrne, Zach Stewart, Jessica Aniskoff and James Breen

Staff Members Present: Pam Knoecklein

1. Call to Order – The meeting was called to order at 6:40 p.m. James Breen, POA's new Board Secretary, was introduced.
2. Consent Agenda – A motion was made by Stacey Doan to accept the Consent Agenda. Zach Stewart seconded the motion; all in favor.
3. Treasurer's 1Q 2017 Report and Budget – Z. Stewart the following:
 - POA's 2017 budget is still in progress but numbers should be close to the 2016 budget.
 - Income from fundraising activities are significantly down. S. Doan, reported that fundraising letters to donors will be mailed by the end of May.
 - Because of staffing issues at the Clinic, an anticipated \$50,000 loss will be realized for the first three months of operation. However, now that staffing levels are stable and the Clinic is up to speed, the budget will track to true.
 - Grants are also expected to come back up to budget.
 - Veterinary services expenses are down and anticipated to fall lower as Wendy Bedard, Shelter Medical Assistant, has done a great job monitoring veterinary expenses.
 - Cash reserves are down because of money being spent on the Clinic. By the end of 2017, it is expected the Clinic will be operating profitably and will not need infusions of cash.
 - Pam Knoecklein stated perhaps pit bull spay/neuter pricing might be increased.
 - J. Macrina suggested that the daily number of pit bulls scheduled for surgery be limited, as opposed to increasing the price. More discussion will be needed on this subject.
 - A discussion was held regarding perhaps increasing adoption fees.

4. Employee Health Insurance - After discussion, an agreement was reached to accept the employee health insurance plan option proposed by P. Knoecklein. A motion was made by Jim Byrne to accept the proposal; James Breen seconded the motion; all in favor.
5. Installation of new shades at the cat shelter – After discussion, S. Doan made a motion to accept the quote by Solidus Inc. for installation of new shades in the cat shelter; JoAnn Azzara seconded the motion; all in favor.
6. New Business – J. Macrina advised that Kerry Bartoletti has offered to do research on the redesign of POA's web site. K. Bartoletti is very familiar with building web sites as she designed sites for SPAY CT and POA *SPAY!* She will provide web site design options and pricing for the Board's review and approval. After discussion, the Board approved K. Bartoletti's proposal, with thanks.

Z. Stewart advised that POA is currently using GiftWorks software. The software is not user friendly or intuitive. Z. Stewart is proposing another type of software called Kindful. The software is more expensive but offers more intuitive services, both manual and on line. Z. Stewart will provide a formal proposal by the May Board meeting.

Strategic Plan. – S. Doan advised that POA's three-year Strategic Plan will need to be updated. She will provide a copy of the September 2014 Plan to the Board.

J. Azzara reported that she will set up poa.org emails for new Board members, as well as creating a new Board email.

7. Adjournment: J. Byrne made a motion to adjourn, J. Macrina seconded the motion; all in favor; the Board Meeting was adjourned at 8:00 p.m.

The next Board of Directors meeting will be held on Tuesday, May 16, 2017 at Piatti Ristorante & Bar, 1001 Hebron Avenue, Glastonbury

Respectfully submitted: Stacey Doan, Vice President and Acting Secretary