



Prior Meeting Minutes: 6/20/2023

**Protectors of Animals, Inc.**

Board Meeting

June 20, 2023 at 6:30 p.m.

**Attendance** (X = in attendance)

Board				Advisors	Provisional	
Jody Macrina	Rachel Casey	Steven Black	Jim Byrne	Kelly Rossitto	Alane Wilansky	Susan Gilbert
X	X	X		X	X	X
Christine Green	Abigail Jackson	Mary Kelly	Andrew Kim	Joanne Freeman	Mel Schneider	
X	X	X	X	X	X	

**Minutes**

1. Call to Order 6:37pm
2. Consent Agenda – M. Kelly motioned, A. Kim seconded, approved.
  - Minutes of the May 9, 2023 Board of Directors Meeting – Attached
  - Clinic Report – Attached
  - Donation Report – Attached
3. Business Update – J. Macrina
  - Welcome Susan Gilbert and Mel Schneider who will join the POA Board on a provisional basis!
  - Meeting on Thursday with a company interested in donations.
4. Fundraising & Event
  - S. Gilbert and M. Schneider will be getting up to speed.
5. Social Media – A. Kim
  - Recent transitions on the social media team have been seamless.
6. Finance – A. Wilansky, C. Green, R. Casey
  - Meeting with POA bookkeeper
    - In May, A. Wilansky and C. Green met with POA’s bookkeeper to learn more about the bookkeeping process.
    - A. Wilansky plans to have a follow-up discussion with POA’s bookkeeper in person to continue the discussion.
  - P&L: May vs. April 2023
    - Revenue is higher MoM by \$28k (or +29%) due to large bequest (\$56k), fund raisers (+\$9k), and most notably clinic services by \$25k (+100%), partially offset by changes in investments (\$-11k vs. \$2k previously)



- Expenditures are higher MoM by \$29k (or 36%) largely due to higher clinic expenses (higher vet expenses/supplies: +\$11k), clinic salaries \$13k (53%).
  - Net Revenue is \$16.6k (+ \$800 from last month).
7. Investment –J. Bryne, R. Casey
    - Shared investment update as of 5/31.
  8. Clinic Report – J. Freeman
    - All surgical staff were hired and working well.
    - Veterinarian schedule for June was challenging, but did fill all openings.
    - Osha training completed for regular clinic staff.
  9. Shelter Report
  10. Program Coordinator Report – K. Rossitto
    - Donor Management
      - Spring Appeal: Funds raised as of 6/14: **\$22,033**
      - Birdies for Charity: Funds raised as of 6/14: **\$12,836** (this includes the 15%)
    - TNR Program
      - Google Sheet is shared with everyone who participates.
      - Form was placed on websites to help with feral cats.
    - Clinic
      - Clinic is fully staffed!
      - OSHA training completed.
    - Shelter
      - Login issue resolved with Petfinder.
      - Recommend policy that all e-mails sent externally to POA regarding POA business be sent from POA e-mail.
      - ShelterLuv onboarding continues.
  11. Newsletter – S. Black, R. Casey
    - Spring newsletter distributed!
  12. Roundtable: 1 Location / Capital Campaign – J. Macrina, A. Kim, A. Jackson, S. Black, C. Green
  13. Roundtable: Other Discussion
    - Looking into getting t-shirts for our Volunteers as a Thank You.
  14. Executive Session
  15. Adjourned 8:15pm