



**POTTER LEAGUE FOR ANIMALS
MINUTES
BOARD OF DIRECTORS MEETING
December 18, 2018**

Roll Call

Attending Members: Dick Cromwell, Mike Grandchamp, Pat Heller, Marie Hertenstein, Jeannie Ingraham, Joan Johnson-Freese, Charlene Karns, Elena Kissel, Pat Leonard, Betsy Leslie, Howie Naugle and Executive Director, Brad Shear

Via Teleconference: Dick Brickley, David Enstone, Carol Epstein and Ann Menco

Excused: Lani Brenner, Ellen Ford, Noelle Shiland, and Sharon Wood Prince

Absent: Kara Malkovich

Attending Staff: Amy Chamard, Erin O’Gara Dollard and Nancy Wrathall

Meeting called to order at 5:02 pm

PUBLIC SESSION

Consent Agenda: Joan Johnson-Freese

A motion to accept the Consent Agenda was made by Mike Grandchamp, seconded by Pat Heller passed.

Presentation: Brad Shear - Our Geographic Reach

Informative PowerPoint on where our donors and adopters are in the US

Presentation to be uploaded onto the Portal

Presentation: Brad Shear - RICSNC Acquisition

- Proposal –
- Accept all assets of RICSNC
 - Hire all employees
 - Continue operations as they are
 - Approval to hire an attorney (Mark Bardorf) to handle the transaction
 - Mark has already recommended dissolving the LLC
 - Will need to renegotiate the lease with the landlord

Discussion Held

Motion was made to: Accept all property related to the operations of the Rhode Island Community Spay and Neuter Clinic (RICSNC) from the Ocean State Animal Coalition (OSAC). Hire staff to operate the clinic as needed to continue clinic operations including any employees currently working for RICSNC at the discretion of the Executive Director.

By – Mike Grandchamp Seconded by - Elena Kissel

Second Motion was made to: Hire an attorney to negotiate the transaction between the Potter League and OSAC and negotiate a lease with the property owner at 235 Elm Street Warwick, RI.

By – Howie Naugle Seconded by – Charlene Karns

All were in favor

Presentation to be uploaded onto the Portal

Oliphant Land Purchase: David Enstone

Discussion Held

Purchase price is \$175,000

Owners are paying for Phase 1 environmental testing

Testing is being done now. Results to follow.

Strategic Planning: Brad Shear

Current plan ends July 2019

Committee will consist of Board and Staff

Suggested that we hire Cause & Effect to facilitate. They also conducted our recent sustainability audit.

Will submit a grant to the van Beuren Foundation; however, we would like to secure funds now.

Motion to spend up to \$10,000 on the Strategic Plan was made by Elena Kissel, seconded by Mike Grandchamp and passed.

Finance Report, Audit and 990 approval: Mike Grandchamp

Report looks very good and well done

No negative comments from the auditors

We are in a healthy position

Motion to approve the 990 was made by Ann Menco, seconded by Howie Naugle and passed.

Matching Gift Discussion

Will be launching an online matching gift campaign with the board members as 'matchers' in March/April.

Brief discussion held on the timing.

A motion to approve the online 'matchers' campaign and letting staff decide the timing was made by Pat Leonard and seconded by Pat Heller.

Committee Assignments

Joan handed out the full committee list.

Committees are asked to figure out a goal.

List will be uploaded onto the Portal

New Business

Staff Holiday Party

Monday, January 28th

Tickets Bar & Grill

Volunteer Appreciation Party

Saturday, February 2nd

Potter League

Successful delivery of two pets from Santa on Christmas morning!

Public Session adjourned 6:21pm

Minutes of the **PUBLIC SESSION** respectfully submitted by: Jill Homen, Administrative Assistant