

## CALL TO ORDER

A Board meeting of ECAD was held on **May 17, 2022** at **149 Newfield Road, Torrington, CT**. It was called to order at **1:10 pm** and was presided over by Dale Picard.

## ATTENDANCE

### Voting members

Fred Johnson, William Morton, Kathleen Forte, Rob Caiaze, Curt Palmer

### Guests

Dale Picard, Lu Picard, Carrie Picard, Leslie Pihonak

### Members not in attendance

Tracy Gardener, Anne Hoenig, Jim Hoenig, Hector Torres, Gayle Moraski

## APPROVAL OF MINUTES

**A motion to approve the minutes of the previous [February 18, 2022] meeting was made by C. Palmer and seconded by R. Caiaze. Unanimous approval of minutes**

## REVIEW OF OLD BUSINESS

- Open Items
  - Board Development courses reviewed
  - 401k follow up reviewed

## NEW BUSINESS

### OFFICER'S REPORTS

#### Executive Director's Report

#### FINANCIAL REVIEW

#### Budget v. Actuals; March/April Balance Sheets; YTD

- Construction line reviewed
- YTD discrepancies reviewed re: major gifts and market effects on foundational giving

**A motion to accept the financials was made by C. Palmer and seconded by W. Morton.**

#### Unanimous acceptance of Financial statements w/ the following discussion:

- Follow up on the construction line item needed

#### Capital Campaign Feasibility Study

- Last round (3<sup>rd</sup>) of interviews wrapping up—projected support reviewed Sharon Danosky to review findings with the Board and discuss next steps
- Board roles and responsibilities re: CC reviewed
- Permitting for phase 2 and temporary kennel reviewed

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## Program Director's Report

### PROGRAMS REVIEW

#### Candidates/Applicants/Waitlist

- 6 Service Dogs placed to date; 2 Facility Dogs to date; 19 handlers to date
- 4 more Team Trainings scheduled for 2022 [June, August, October, December-18 dogs]
- 13 clients fully funded to date for 2023 Team Trainings

#### Breeding

- Procurement of outside breeding lines reviewed
- Upcoming litters reviewed
- Nursery Team reviewed

## Development Director's Report

### FUNDRAISING REVIEW

#### Acquisition

- Innovairre Acquisition campaign reviewed
- Sweepstakes campaign reviewed

#### General Activities

- Client Fundraising Coach progress reviewed
- Campaign revenue tracking reviewed
- Campaign/Donor Giving cycles reviewed

## OTHER REPORTS

- N/A

## MAIN MOTIONS

- Motion by Curt Palmer and seconded by Rob Caiaze that the previous meeting minutes be accepted. The motion carried with all in favor.
- Motion made by was made by Curt Palmer and seconded by William Morton to accept YTD financial statements. The motion carried with all in favor.

## ANNOUNCEMENTS

- N/A

## ADJOURNMENT

Motion for meeting to be adjourned made by Curt Palmer at 2:50 pm and seconded by Fred Johnson.