

**Animal Charity Evaluators**  
Board of Directors Meeting  
Type of Meeting: Standard Meeting  
Date: 11 April 2021

In attendance:

Chairperson: Allison Smith  
Secretary: Eric Herboso  
Treasurer: Kieran Greig  
Board Member: Jonas Müller  
Board Member: Jeff Sebo  
Board Member: Zach Freitas-Groff  
Board Member: Sarah Pickering  
Board Member: Galina Hale  
Executive Director: Leah Edgerton

Quorum established: Yes

1. **Call to order:** AS called the meeting to order at 12:02 p.m. EDT
2. **Board Votes:**
  - a. Previous minutes were approved via email on 23 February 2021.
  - b. ED Salary increase approved on 26 February 2021.
  - c. 2021 Budget was approved on 22 March 2021.
  - d. 2021 Prospective Goals were approved on 24 March 2021.
3. **Executive Director items**
  - a. Financials
    - i. Q1 financials will be sent via email. LE has been reviewing monthly budget vs expenses
  - b. Fundraising
    - i. Discussed several grant proposals and expected disbursements
    - ii. Planning AMG campaign for end of Q2
    - iii. Planning ACE campaign for Q3
    - iv. Planning RCF campaign for Q4
    - v. Developing a donor prospecting strategy
  - c. Strategy
    - i. 2021 prospective goals finalized
    - ii. Public version to be published this week
  - d. Activities
    - i. Charity Evaluations
      1. Timeline
      2. Two research briefs underway
      3. Developing a decision-making flowchart and accompanying best

practices guide (to be used during charity selection and recommendation decisions)

- ii. ACE Movement Grants
  - 1. Received 136 applicants in Round 5, requesting over \$6M in total. We have \$1.09M to disburse. Committee is reviewing applications with a goal of finalizing decisions for Stage 1 by the end of this week.
  - 2. Added a procedure to solicit feedback from non-committee staff members during the process
  - 3. Aiming to make final decisions and publish grant announcement by the end of Q2 (coordinating timing with AMG fundraising campaign)
  - 4. Discussed increasing the level of board feedback on the initial review process for AMG, in addition to the existing board involvement on the final approval process.
- iii. AARF
  - 1. Discussed funding for this program.
  - 2. Discussed number of additional rounds this year. Not yet clear on the number of rounds AARF will have in 2021.
- iv. RCF
  - 1. No updates.
- e. External Communications
  - i. Ongoing audit of our website content and other communications channels by consulting group.
  - ii. Hosted an ACE Community Chat on AMG
  - iii. Attended EAG Reconnect
- f. HR
  - i. Board gave feedback on:
    - 1. Donation COI/Gift Acceptance policies
    - 2. General COI policy
    - 3. Sabbatical policy
  - ii. Will incorporate board feedback on adjustments to these policies.
- g. Staff Updates
  - i. Promotions/Changes:
    - 1. Director of Communications
    - 2. Researcher
    - 3. Senior Researcher
    - 4. Project Manager
      - a. Discussed the creation of this new position that was added after feedback from last year's internal analysis.
  - ii. Recruitment
    - 1. Need to fill positions for copy editing and people operations
      - a. HR tasks will move to the people operations new hire.
      - b. Impact evaluation tasks moved to new position.

- iii. Fellows started in February and have been folded in well to our new operating model.
  - 1. This success has contributed to us being more likely to bring on a second cohort of Fellows later this year.
  - 2. Previously, we were worried that it might be disruptive to have new team members join during evals season. We no longer expect this to be the case.
- iv. Annual performance evals are mostly complete.
- v. Hosted all-staff retreat in March.
- vi. Discussed team culture.
  - 1. LE gave updates to the board on discussions with staff about culture issues.

#### **4. Officer items**

- a. Fundraising survey responses and takeaways (AS)
  - i. Discussed board involvement in fundraising.
- b. Board onboarding (AS)
  - i. Discussed how to better onboard new board members.
- c. Staff access to meeting agendas (pre-meeting) (AS)
  - i. Discussed how staff should have a way to suggest topics ahead of board meetings. Also discussed adding additional information in the ACE slack after each meeting.
- d. Flagging some culture survey results (KG)
  - i. Discussed ACE's internal 2021-02 Culture Survey Analysis.
  - ii. Discussed where we're doing well, areas for improvement, and how we've changed since last year's survey.

#### **5. New business**

- a. Discussed level of inclusion of advocacy for animals in research labs in the effective animal advocacy portfolio. (JS)
  - i. Discussed how ACE should properly communicate this, such as through ACE Movement Grants.
  - ii. Discussed how ACE's framework influences other traditional funding sources by making them prefer to fund the types of things that we recommend. To what extent might we be unintentionally but counterfactually reducing funding from traditional animal advocacy sources?
    - 1. This remains an open question and should be referred to the ACE research team.

#### **6. Closed session**

**7. Next scheduled meeting:** June 6, 2021; 12:00 p.m. EDT

**8. Meeting adjourned** at 2:00 p.m. EDT on 11 April 2021 by AS

**Submitted by:**

Eric Herboso, Board Secretary

Allison Smith, Board Chair