

Animal Charity Evaluators

Board of Directors Meeting

Type of Meeting: Standard Meeting

Date: 08 August 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:**

MN solicitation renewal approved via email on 21 June 2021.

Previous minutes were approved via email on 28 June 2021.

ED salary change approved via email on 12 July 2021.

ED evaluation approved via email on 19 July 2021.

Executive Director Items

a. Financials

- i. Q2 Financials sent via email

b. Fundraising

- ii. Successful AMG Matching Challenge! Raised \$300k + \$300k match

- lii. 2020 Giving Metrics report - will be published this month

- iv. Planning ACE campaign for Q3

- v. Planning RCF campaign for Q4

Confirmed \$300k match

Hoping for Double Up Drive match as well (optimistic, they did this the last 3 years)

- vi. Still pursuing some interesting HNW donor leads outside the EAA bubble.

Animal Grantmakers is interested in sharing some opportunities with us in more philanthropic circles

- vii. ED is considering a trip to visit US donors in late Sept/early Oct

c. Strategy

i Solicited staff feedback on strategic plan. Incorporating comments to prepare a draft for the board (should be circulated by EOW)

d. Activities

e. Charity Evaluations - 13 charities

i. On track! Second information requests are sent out, culture surveys are administered, claims are being verified. The team is finalizing the boilerplates for each criterion and have tweaked the project management approach again.

f. ACE Movement Grants

- i. Round 5 grants administered

- ii. Round 4 updates

g. RCF

- i. July grants administered

ii. \$439,072 awarded! \$49,396 for each Top Charity & \$26,832 for each Standout Charity (this is one of the highest mid-year distributions we've had)

iii. 6-month updates from January grant published

h. AARF

i. ongoing follow up with current grantees

i. Impact Assessment

j. External Communications

i. ED presenting at European EA Unconference August 14th

ii. ED recording for Clearer Thinking podcast August 13th

ii. ACE has applied to present at EAG London, haven't heard back yet

k. Staff Updates

Recruitment:

i. Selected a top candidate for Communications Manager role. Conducting reference checks and hope to send them an offer letter by the end of this week.

ii Conducting first interviews for Copy Editor role this week.

l. Other Changes:

i. Director of Research transition

a. Discussed staff research leadership

ii Planning to work with A. S. (outside consultant, not board member) again on a short term consultancy basis to help with our operating model implementation.

4. Officer items

a. Annual policy training for board members (AS)

i . Discussed division of responsibility between staff and board

c. Continue board hosted meetings for staff? (AS)

ii .Discussed past meetings, decided to continue

d. 2021 Q2 Financials (KG)

QUARTERLY SUMMARIES—ACCRUAL		
		Q2 2021
Revenue		
	ACE Contributions	\$366,004.93
	Non-ACE Contributions (AARF, Non-ACE restricted programs)	\$0.00
	Supported Charity Contributions (Rec'd charities & Movement Grants)	\$892,301.45
	Other Income (incl. savings account interest)	\$174.10
	Total income	\$1,258,480.48
Expenses		
	ACE expenses (non-AARF)	\$288,804.09
	AARF grants & expenses, Non-ACE restricted programs	\$100,152.00
	Supported Charity Donation fees	\$6,416.98

	Supported Charity Disbursements	\$774,000.00
	Total expenses	\$1,169,373.07
Investment account gain (loss)		\$19,873.84
Net income/loss		
	ACE's income - loss	\$97,248.78
	Supported charities & Non-ACE income - loss	\$11,732.47
	Total net income/loss	\$108,981.25
Assets		
	Total Balance at end of month (cash)	\$3,718,006.63
	Receivable	\$49,282.32
Liabilities		
	Accounts payable	\$3,981.69
	Deferred revenue	\$126,500.00
	Allocated for Supported Charities	\$1,890,873.68

	Allocated for AARF & other Non-ACE programs	\$161,973.64
Net assets (ACE)		\$1,583,959.94
	Investment balance	\$493,779.58
	Months of Operating Expenses (total)	13.9
	Months of Operating Expenses (uninvested)	9.6
Property & Equipment assets whose total is > \$1,000		Laptops, printer, office chair

Below are our expenses vs budget for the year so far:

ACE Expenses Chart		
Quarter	Budget	Actual
Quarter 1	254,747	239,967.68

Quarter 2	325,117	288,804.09
Quarter 3	321,657	
Quarter 4	361,146	

Notes on financials:

- Under budget
 - *Comms temps & contractors*
 - *Communications:*
 - Org consultant
 - *Fellows' stipends*
 - *Health Reimbursements*
 - *Salaries & payroll taxes: fewer staff than expected*
- Over budget
 - *Fundraising software*
 - *Philanthropy Contractor*
 - *State fundraising regs*
 - *Misc. research costs*

5. Committee/ Respect in the Workplace (RITW) Representative items

Board recruitment and COI policies (GH)

i.. All parties must be aware of the COI policy..

ii. Formal vote:

1. Should GH contact the shortlist of five candidates
 - a. Motion by AS, seconded by EH
 - b. Unanimous
2. Should GH contact specified alternative candidates in cases of unavailability?
 - a. Motion by AS, seconded by EH
 - b. Unanimous

6. Staff items

Discussed miscellaneous staff items.

- a. Anonymous - staff member requested more discussion around strategic plan

7. New business

8. Closed session

9. Next scheduled meeting: October 17, 2021; 12:00 p.m.

10. Meeting adjourned at 2:18 p.m. EDT on 8 August 2021 by AS

Submitted by:

Eric Herboso, Board Secretary

Allison Smith, Board Chair