# **Pine Tree Guide Dog Users**

# **Board meeting Minutes**

**Wednesday, February 7, 2024**

## **Meeting Opening**

President Sadie Donnell called the meeting to order via Zoom at 6:32 PM on February 7, 2024.

Roll call was taken and a quorum was confirmed.

## **Attendance**

The following board members were present:

Sadie Donnell, President

Merrill Barter, Treasurer

Ginger Kutsch, Secretary

Christina Brino, Director

Roger Fuller, Director

Linda Porelle, Director

Gil Whitmore, Director

Vice President Pauline Lamontagne was excused.

PTGDU member Carolyn Bebee was present.

## **Ratification of Email Vote 1**

It was moved by Ginger and seconded by Merrill to ratify Email Vote 1. The motion was unanimously adopted.

Email Vote 1

On Saturday, November 4, 2023 at 7:39 PM, Ginger Kutsch moved via email to accept the recommendation of the special investment ad hoc committee and to authorize Pine Tree Guide Dog Users Treasurer, Merrill Barter to take the necessary steps to acquire a CD using $15,000 from the Mary T. & Curtis D. Lovill Trust Emergency Veterinary Fund. The motion was seconded and passed by unanimous written consent.

## **Ratification of Email Vote 2**

Sadie moved and Linda seconded the motion to ratify Email Vote 2. The motion was unanimously adopted.

Email Vote 2

On Nov 11, 2023, at 7:40 AM, Ginger Kutsch sent a message to the board stating that the review of the draft minutes for the annual fall membership meeting had concluded with two corrections. She then moved to approve the annual fall membership meeting minutes as corrected. The motion was seconded and passed by unanimous written consent.

## **Treasurer's Report**

After Merrill responded to a few questions about the report, Christina moved and Roger seconded to accept the treasurer’s report as presented. The motion carried with one abstention.

## **Mary T. & Curtis D. Lovill Trust Emergency Veterinary Fund CD**

Merrill reported that, on January 29, he deposited $15K in a nine-month CD yielding 3.25% interest. The expected income from the CD is approximately $500.00. Gil asked if there were any restrictions on how the interest income could be spent. Merrill recommended that the interest income be rolled back into the vet fund.

## **2024 Budget**

Merrill asked if there were any questions about the proposed budget that had been emailed to the board in advance of the meeting. After a brief discussion, Ginger moved and Gil seconded the motion to accept the 2024 budget as presented. The motion carried with one abstention.

## **Annual Spring Membership Meeting**

**The Annual Spring Membership meeting** will be held on Wednesday, May 1st at 6:30 PM. Since many of our members live out of state, the board decided to continue holding its annual membership meetings via Zoom to ensure that everyone who wishes to do so may attend. Possible guest speakers were discussed. Sadie will check to see if PTGDU member Nicholas Giudice would be willing to give a presentation on his research about blind and low vision people using fully autonomous vehicles.

## **Maine’s Orientation & Mobility Specialists**

Carolyn Bebee facilitated contact with a Maine O&M Specialist to set up a presentation about PTGDU. Sadie and Ginger presented to the group in January and agreed to share the group’s recruitment video in the next issue of the monthly news update.

## **Proposed Changes to the Constitution and Bylaws**

Since the proposed bylaw change to clarify that meetings may be held in person and/or by teleconference was not addressed during the November meeting, it will need to be sent out again prior to the Annual Spring Membership meeting. Ginger and Christina will review PTGDU’s governing documents and make recommendations to the board if any additional changes are recommended for membership consideration and approval at the annual spring membership meeting.

## **Adjournment**

Christina moved and Linda seconded a motion for the meeting to be adjourned. The motion carried unanimously and the meeting closed at 7:14 PM.

## **Executive Session**

An application for financial assistance from the Mary T. & Curtis D. Lovill Trust Emergency Veterinary Fund was considered and unanimously approved.