



New Hampshire Turtle Rescue Board of Directors Meeting

Friday, August 18, 2023

Official Minutes

Opening: The meeting was called to order at 6:00 p.m. by Drew Stevens at the New Hampshire Turtle Rescue headquarters and virtually via Zoom.

Members Present: Drew Stevens, Dallas Huggins, Jennifer Purrenhage, Joshua Megyesy, David Steinberg, Chris Bogard.

Members Absent: None.

Others Present: None.

Approval of Minutes: None.

Old Business:

IRS Classification

Stevens reported that the IRS accepted our reclassification request, and the organization is now considered a public charity. This enables the organization to apply for grants only available to public charities.

New Business:

Official Address Change

Stevens noted that currently the IRS & NH Charitable Trust Unit use the clinic address as the official business address. The organization now has a P.O. Box in Nottingham.

Drew Stevens made the motion to change the official business address with the IRS and NH Charitable Trust Unit to P.O. Box 185, Nottingham, NH 03290. Dallas Huggins seconded the motion. The motion passed by a unanimous vote of 6-0-0.

Board Meeting Frequency

Stevens polled the group to see if there was interest in meeting three times per year instead of four, as required in the bylaws. The bylaws currently state, "Regular meetings of the Directors shall be held at least once a quarter, or four times a year". There appeared to be general agreement on reducing the meeting frequency.

Drew Stevens made the motion to amend the bylaws to say, "Regular meetings of the Directors shall be held at least three times a year". Josh Megyesy seconded the motion. The motion passed by a unanimous vote of 6-0-0.

Drew Stevens made the motion to have the August 18th, 2023 meeting counted as the second board of directors meeting of the organization's fiscal year. Chris Bogard seconded the motion. The motion passed by a unanimous vote of 6-0-0.



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44 Board Member Application: Sarah Kern

45 Huggins noted that we received a letter of intent from Sarah Kern but had not yet received a
46 resume. The bylaws state “New board candidates shall supply a letter of intent, a current
47 resume, and optionally letter(s) of recommendation to the Board a minimum of 30 days
48 before the Annual Meeting”. Megyesy will follow up with Kern for a resume, after which
49 Huggins will distribute the application materials to the Board of Directors and the Board
50 can vote on Kern’s nomination remotely. If needed, a special meeting of the Board can be
51 called to discuss Kern’s application.

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53 Huggins polled the Board on amending the bylaws to say, “New board candidates shall
54 supply a letter of intent, a current resume, and optionally letter(s) of recommendation to
55 the Board a minimum of 30 days before the next meeting”. There was general agreement
56 that this language should be changed.

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58 *Dallas Huggins made the motion to amend the bylaws to state that “New board candidates*
59 *shall supply a letter of intent, a current resume, and optionally letter(s) of recommendation*
60 *to the Board a minimum of 30 days before the next meeting.” Drew Stevens seconded the*
61 *motion. The motion passed by a unanimous vote of 6-0-0.*

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63 **Additions to the Agenda:**

64 None.

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66 **Member Updates:**

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68 Treasurer’s Update

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70 *Donation Report* Stevens reviewed donation metrics from the past year. New Hampshire
71 Turtle Rescue Inc. received \$13,435 in donations, \$8,825 of which was not donated by
72 Stevens and Huggins. This figure does not include clinic renovations, which Stevens and
73 Huggins financed privately. Donations have been used to purchase many new setups for
74 patients.

75

76 The IRS requires 33.3 percent of donations to come from public support to be considered a
77 public charity. The organization currently has 44.9 percent of its donations coming from
78 public support.

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80 *NH Gives* Stevens provided background on the NH Gives event that was discussed at the
81 previous Board of Directors meeting. NHTR paid the \$50 entrance fee and raised a total of
82 \$385 during the event. There was minimal outreach done aside from a Facebook banner
83 and a post on each major social media platform to advertise our participation. Stevens and
84 Huggins believe NH Gives is worth participating in in the future.



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Home Depot Foundation Grant Stevens noted that NHTR was awarded a \$1112.87 grant from the Home Depot Foundation to build turtle nesting enclosures. Five Home Depot employees volunteered to prep the areas for the pond inserts and construct the enclosures. The Home Depot team seemed interested in making it an annual event, and said it was a team favorite. Stevens and Huggins plan to pursue this next year.

Planned Outreach Stevens and Huggins plan to start applying for grants available to public charities and hope to receive larger donations. Huggins received directions from Market Basket on applying for donations, which Huggins and Stevens will pursue. Purrenhage recommended reaching out to the UNH New Hampshire Agricultural Experiment Station who donates to food banks and other causes, in case they were able to donate anything. Megyesy recommended looking into the Disney Foundation's conservation grants. They are more geared for smaller organizations and nonprofits, and Zoo New England has successfully applied for grants in the past.

Executive Director's Update

Clinic Update Huggins went over patient statistics. NH Turtle Rescue received 138 patients so far this year, compared to 55 total last year. Of those patients, 31 have been released this year, compared to 20 total last year. There are currently 41 pending patients; our >24hour success rate is 83.87%.

Clinic and Transport Volunteers Huggins noted that there are currently eight clinic volunteers, nine transport volunteers, one social media volunteer, and two volunteer coordinators. Many of these are newer volunteers who are still in training. There are others interested who may start soon.

Internship Programs Huggins discussed potential internship opportunities for next year. Ideally, there would be 1 or 2 interns focused on releases and/or working in the clinic. The most help is needed with planning out and executing releases, and helping with clinic maintenance tasks. This could take the form of two separate internships, or it could be one internship covering both areas.

Purrenhage noted that COLSA SOAR Fund students can be provided a stipend from UNH for unpaid internships. The funding is first-come-first-served so the sooner students apply in early Spring, the better chances of them being awarded the funds. Typically, by mid-May all the money has been allotted. The internships could be promoted through the UNH Handshake program as well as attending the COLSA NREN Career Fair in February.

Steinberg stated that SOAR funds can be used during the academic year as well, so it could be possible to support an intern during the Fall/Winter months.



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Huggins noted that there are a few high school seniors interested in volunteering. The parental consent forms being used are very cautious for mitigating risk, but they haven't been approved by a lawyer. Megyesy stated that he can share the NH Fish & Game forms for underage volunteers that have been approved by NHFG's lawyers to use as a reference.

Radio Telemetry Tracking Huggins reported that two patients, Orion (Blanding's turtle) and Ma Cherie (spotted turtle), have been released and are being tracked using radio telemetry. The research is being led by Purrenhage and Steinberg with the University of New Hampshire. The goal is to increase data on rehab outcomes and to learn about the turtle's post-rehabilitation movements. Hazel (Blanding's turtle) will get a radio telemetry transmitter next year when she is released. Dino (Blanding's turtle) is planned to receive a GPS transmitter when she is released, since she is a relocation.

Stevens discussed the low-powered remote tracking technology and plans to begin assessing its feasibility in the field.

Adjournment: The meeting was adjourned at 7:17 p.m. by Drew Stevens.

Minutes Prepared by Dallas Huggins and edited by Drew Stevens.