



New Hampshire Turtle Rescue Board of Directors Meeting
Sunday, August 24, 2025
Official Minutes

1 **Opening:** The meeting was called to order at 10:03 a.m. by Drew Stevens. The meeting was
2 conducted virtually via Google Meet.

3
4 **Members Present:** Drew Stevens, Dallas Huggins, Dave Steinberg, Jennifer Purrenhage,
5 Chris Bogart, Wendy Booth, Chris Carr, Karen Campbell, Sharon Martel.

6
7 **Members Absent:** Joshua Megyesy, Sarah Kern.

8
9 **Others Present:** None.

10

11 **Approval of Minutes**

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13 Stevens moved to review the minutes from the previous meeting. Martel requested that
14 their pronouns be identified as "she/her/hers" in the minutes, which Stevens noted for
15 correction.

16

17 *The draft minutes from the July 13, 2025 meeting were approved with corrections by*
18 *consensus.*

19

20 **Old Business**

21

22 Insurance Policy Renewal Discussion

23

24 Stevens provided an insurance policy renewal overview. He explained that the insurance
25 was obtained last September primarily to facilitate hiring a part-time employee,
26 necessitating coverages like workers' compensation and employers' liability. However, as
27 the organization currently does not employ anyone and does not foresee doing so in the
28 coming year, they plan to focus on building their volunteer base instead.

29

30 Martel inquired if workers' compensation covered volunteers, specifically for injuries.
31 Stevens clarified that general liability and employment practices liability insurance cover
32 volunteers for such incidents and that these policies would also cover themselves and Dallas
33 if injured doing turtle-related work. Stevens noted that they would double-check how the
34 organization's policies align with personal homeowners' insurance.

35

36 Stevens then discussed the Directors and Officers Liability Insurance, noting that their
37 understanding was that it is often paired with Employment Practices Liability Insurance.
38 While Stevens questioned its necessity for their non-profit, Martel confirmed that all non-
39 profits they had worked for had D&O insurance, which Booth corroborated, stating that new
40 board members sometimes refuse to join without. Stevens indicated that keeping this
41 policy would be beneficial, especially as the organization grows and because the cost is
42 not substantial compared to the commercial general liability policy.



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44 Stevens highlighted the importance of commercial general liability, mentioning an instance
45 where it was required to participate in an event at a public library. Hired and non-owned
46 auto coverage was also discussed, which protects the organization if volunteers or interns
47 use their vehicles for business purposes and are involved in an incident, acting as a
48 secondary layer of protection after the individual's personal policy. Stevens also mentioned
49 a terrorism coverage, which they had removed from the policy as it seemed unnecessary.

50
51 Stevens informed the board that the total cost for all current insurance coverage is
52 \$3,273.10. Stevens proposed renewing all policies except for the Traveler's Insurance
53 section, which includes workers' compensation and employers' liability, as these are not
54 currently needed due to the absence of paid employees. The revised total for the proposed
55 policies (D&O, Employment Practices Liability, Commercial Property, and Commercial
56 General Liability) would be \$4,351. Sharon Martel suggested adjusting the policy term to
57 align with the fiscal year for bookkeeping ease, which Drew Stevens agreed to investigate.

58
59 Bogard raised concerns about the commercial property insurance, particularly regarding
60 coverage for trees falling on the house, questioning vague terms like "certain natural
61 disasters" and "minimum wind or hail". Bogard also asked for clarification on what "special"
62 means under "cause of loss" for various line items. Stevens explained that the house itself
63 is covered under their personal homeowners' insurance, not the New Hampshire Turtle
64 Rescue policy, which only covers shipping containers, the greenhouse, and some
65 equipment. Martel inquired about drought coverage for the well, a question Stevens noted
66 to investigate further.

67
68 *The board reached a consensus to approve the proposed insurance renewal plan,*
69 *excluding the workers' compensation component, and to explore extending the policy*
70 *through the end of February to align with the fiscal year.*

71
72 Bylaws Review

73
74 Stevens proposed updating the bylaws to raise the expenditure limit requiring board
75 approval from \$500 to \$1,000, citing an \$833 vet invoice as an example of a regular
76 expense that would currently require board approval. Purrenhage suggested also approving
77 funds earmarked for specific purposes like grants, which Stevens thought could be
78 addressed in conjunction with a formal budget at a future meeting to avoid prolonging the
79 current discussion.

80
81 *The proposal to raise the expenditure ceiling to \$1,000 was accepted by consensus.*

82
83 **New Business**

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85 Board Meeting Scheduling

86
87 Stevens proposed scheduling shorter, more frequent monthly meetings on the third Sunday
88 at 10:00 a.m. to improve efficiency. Bogard and Steinberg agreed, while Huggins mentioned
89 that July (turtle season) might be difficult for some, suggesting that meetings could be
90 skipped if there's no urgent business. Martel raised concerns about November and
91 December holidays, though Purrenhage clarified that the third Sunday often falls before
92 major holiday chaos. The board decided to try the proposed schedule, with the
93 understanding that adjustments could be made.

94

95 **Member Updates**

96

97 President's Report

98

99 *None*

100

101 Treasurer's Report

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103 Stevens provided a bookkeeping update, noting that he and Martel were still working
104 through QuickBooks issues to generate financial reports for the board.

105

106 Executive Director's Report

107

108 Huggins shared data on patient intakes per month, highlighting a significant surge in June
109 with 115 patients. She also presented a map showing the concentration of released
110 endangered species patients in the southeast area, with an increase in painted turtles in
111 the western part of the state. She reported around 200 intakes for the year, excluding
112 babies, and mentioned the hatching of new Blandings turtles.

113

114 Huggins added that the final UNH intern had finished their term, leaving no more interns for
115 the current season. She noted a challenge with large snapping turtles requiring extended
116 care due to severe injuries, leading to space constraints and the need to refer out new large
117 snapper calls. She emphasized the need for new volunteers, acknowledging Booth's help in
118 recruiting.

119

120 Huggins requested bios and images from board members to complete that section of the
121 website and indicated that she would follow up with those who she still needed materials
122 from.

123

124 Stevens mentioned that over 100 patient releases had occurred this season, including
125 those from previous years. Huggins also shared exciting news about collaborating with the



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126 "Game Warden Channel" (formerly Northwoods Law) on YouTube for a musk turtle release
127 episode.

128

129 Other Member Updates

130

131 Booth reported on a successful volunteer party attended by at least 30 people, featuring a
132 professional axe and knife thrower who became a strong turtle supporter. Booth expressed
133 a desire for more board member participation in future parties to engage with volunteers.

134

135 **Other**

136

137 Stevens reminded the board of upcoming events: the Danville Old Home Day (later that
138 day), the Chester Spring Hill Farm Festival on September 20th, and the SELT TrailFest on
139 October 18th. Booth noted that she could help with the Trail Fest, and Drew Stevens
140 encouraged others to volunteer.

141

142 Booth also highlighted a successful National Night Out event in Nottingham, where board
143 members interacted with many people and educated them about local endangered turtles.

144

145 **Adjournment:** The meeting was adjourned at 10:55 a.m.

146

147 Minutes prepared by Wendy Booth and edited by Drew Stevens