Wild Animal Initiative
Board Meeting Minutes

5/12/21

In Attendance:
(sufficient for quorum)
Christine Perry (Board President)
Ignacio Moore
Josh You (Secretary)
Michelle Graham (executive director of WAI)
Nik Vetr
Stien van der Ploeg (Treasurer)

Absent:
Emily Hatch

ORDERS OF BUSINESS

● Organization Updates
  ○ WAI is nearing completion of a hiring round for a Director of Scientific Affairs.
  ○ Salary algorithm - WAI has adopted a new salary algorithm to set the salaries of all staff members. As a result, executive director Michelle Graham’s salary will increase by approximately 10%.
    ■ Board unanimously approved the new salary.

● Treasurer report
  ○ Treasurer Stien van der Ploeg shared information on WAI’s financial data. Overall, WAI is in a strong financial position, largely as a result of Animal Charity Evaluators’ recommendation of WAI as a top charity. WAI received around $243k in Q1, more than twice as much as in Q1 2020.

● Diversity, Equity, Inclusion (DEI) committee report
  ○ DEI committee member Nik Vetr spoke with Encompass about WAI’s DEI goals. Encompass will get back with recommendations for WAI.

● Board-staff relations development
  ○ Board is compiling a dossier of board member biographies and list of skills, as a resource for WAI staff.
  ○ Board members will be randomly assigned to meet with staff in one-on-one meetings, in order to create connections between the board and staff.

● 360 review for Executive Director
  ○ Board viewed a draft of questions for a 360 review (a performance review of a supervisor using feedback from staff). Board will send the questions to staff members, collect results, and present the results to Michelle in the form of a report/narrative.
    ■ Board voted unanimously to approve this process for conducting the 360 review.
Future Action Steps

- Each board member will prepare an “elevator pitch” for WAI - a brief explanation of what WAI does and advocating for supporting WAI.
- Board members will review a document detailing the legal duties of members of a non-profit board of directors.
- Board members will contribute to a repository of information and resources about wild-animal welfare.
- Board will reconvene on July 14.