

MINUTES

Oxford Animal Shelter Committee Special Meeting

Tuesday, July 24, 2012

Present:

Michelle Cohen
Sharon Morton
Ginger Mullin
Kristi Novin
Jen Waterbury

Also Present:

Sandy Merry, Oxford Animal Control Officer

Absent:

Dianne Martines
Lori Pokladowski

Kristi Novin opened meeting at 7:04 PM

Old Business

- Approve Minutes From Previous Meeting
Motion made by Sharon Morton to accept minutes from July 10, 2012 Special Meeting.
Seconded by Michelle Cohen. All Aye. Motion carries.

Dog Days

- Kristi Novin received a quote from All Star for bus transportation during the event starting at 7:50 a.m. for Vendor transportation until 5:00 p.m. The fee for the day would be \$489.06. The bus would transport people from the Quaker Farms school parking lot and the Quality Auto parking lot to and from the event.

A discussion followed regarding whether we should ask people using the bus to pay a small fee or perhaps having a donation "bucket" available to help defray this expense. A decision was not made at this time.

- Sharon Morton advised that she had a conversation with a representative of the Oxford Cultural Arts Commission who advised they are holding an event at Town Hall during the same weekend as our event. We discussed parking issues and the Commission is likely going to place a sign in front of Town Hall to indicate parking for their event. We will offer the Commission use of our bus if they would like to share some portion of our cost. The Commission would also like to discuss how we might cross-promote the two events. Committee members will consider this and discuss at our next meeting.

- Kristi Novin spoke to Lori Pokladowski who has all the paperwork for the Health Department under way.

Lori Pokladowski also advised Kristi Novin that she has reserved the necessary tables, chairs, tents, grill, and generator with Chatfield Rental Supplies. We are not committed to this reservation but the items will be on hold until a final list of required items has been determined.

- Kristi Novin spoke to Innovative Inflatables regarding a DJ, inflatable activities for kids and a dunk booth. The quoted fee for the DJ for the day was \$350. Kristi Novin made a motion to reserve the DJ at that cost. Jennifer Waterbury seconded the motion. All Aye. Motion carries.

After review of several possible inflatables, the "Terminator Obstacle Course" at a cost of \$350 was selected as the best option. Sharon Morton made a motion to reserve this item. Kristi Novin seconded the motion. All Aye. Motion carries.

A discussion on use of a dunk tank was held and the idea was well received and ideas of who could be recruited to sit in the tank included local politicians, school groups, etc. Jennifer Waterbury made a motion to reserve the dunk tank. Ginger Mullin second the motion. All Aye. Motion carries.

- Sharon Morton presented size and color samples of the t-shirts the Committee plans to purchase for both volunteers and for sale during the event. Youth and Adult sizes were compared and the sizes to be purchased for sale include: Youth Small, Medium and Large and Adult Small, Medium, Large, X-Large and XX-large. Tentative quantities were discussed but no final decision made. Sharon will find out from the supplier when the order must be placed and a quantity decision will be made prior to that date.

- A final review of the calendar took place with minor updates and revisions being made as necessary.

Photos for the calendar were reviewed and it was determined that additional photos would be necessary. Committee Members will seek additional photos and submit to Sharon for inclusion in the Calendar.

Adjournment

A motion was made by Kristin Novin to adjourn at 9:08 p.m. Sharon Morton seconded the motion. All Aye. Motion carries.

Minutes filed subject to approval.

Respectfully submitted by,



Sharon Morton
Committee Recording Secretary

12 JUL 30 PM 7:36
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK