

MINUTES

Oxford Animal Shelter Committee Special Meeting

Wednesday, September 12, 2012

Present:

Michelle Cohen
Sharon Morton
Ginger Mullin
Kristi Novin
Jen Waterbury

Absent:

Dianne Martines
Lori Pokladowski

Kristi Novin opened meeting at 7:34 PM

Old Business

- Approve Minutes From Previous Meeting
Motion made by Michelle Cohen to accept minutes from September 4, 2012 Regular Meeting. Seconded by Ginger Mullin. All Aye. Motion carries.

Dog Days

- Kristi Novin advised that the vendor packets have been mailed. We continue to receive inquiries from additional vendors and will accept them as long as possible. The program book has been submitted to the printer, therefore, no additional vendor ads will be accepted.
- We have 18 volunteers confirmed and will continue to accept offers for volunteers.
- Signage is being updated/new signs ordered as necessary. The signs to be posted along major streets/intersections will be ready next week (i.e., week of September 17). Cori Wlasuk volunteered to distribute signs and committee members will assist as requested.
- Kristi Novin will inquire at Center School about availability of trash cans and PA system.
- The quilt that was donated has a very high retail value of \$3,500. A discussion regarding the best use of the quilt took place and committee members decided that the quilt will be a separate raffle with a maximum of 1,000 tickets to be sold at \$5 each. Tickets will be sold during the Dog Days event as well as future, additional events. We would like to conduct the drawing prior to the Holidays, specific timing TBD. We also need to determine the best way to display the quilt and committee members will advise of any suggested ideas.

- Volunteers will be asked to help mark the field with the vendor spots on Friday, September 28. Volunteers may obtain their Dog Day t-shirts at that time.
- Any committee member that has a donated item for raffle will provide a description, donor name, and approximate value, if appropriate, to Kristi Novin.
- The two 10' x 20' tents have been ordered from Shelter Logic.
- Cash requirements for each of the 7 stations were discussed and final amounts agreed.
- A special meeting is tentatively scheduled for Wednesday, September 26.

Adjournment

A motion was made by Kristi Novin to adjourn at 8:45 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 SEP 17 PM 2:01
TOWN CLERK
Sharon Morton
TOWN CLERK