

# **MINUTES**

## **Oxford Animal Shelter Committee Special Meeting**

Thursday, January 10, 2013

**Present:**

Michelle Cohen  
Karen Fisher  
Sharon Morton  
Ginger Mullin  
Kristi Novin  
Joan Truax

**Absent:**

Lori Pokladowski  
Jen Waterbury

### **Open Meeting**

Kristi Novin opened meeting at 7:02 PM

### **New Business**

**- Committee**

- Members: Two new members of the Committee, Karen Fisher and Joan Truax were introduced. Former member Dianne Martines, who was being considered for dismissal from the Committee due to missing 9 of 15 meetings in 2012, has voluntarily resigned from the Committee.

- Meetings: A discussion regarding possibly changing the regular meeting schedule for the Committee took place. Ultimately it was agreed to keep the current first Tuesday of every month meeting date.

- Shelter Surgery Funding Request: Kristi Novin advised that the Shelter has requested that the committee fund 50% of a surgery bill. Total surgery cost \$600, Committee portion \$300. Kristi Novin made a motion to agree to this request. Seconded by Sharon Morton. All Ayes. Motion carries.

- Karen Fisher inquired as to the official "mission" of the committee. Kristi Novin will provide a copy of the Mission Statement to all members.

**- Shelter Building**

Kristi Novin updated the Committee on current plans for the new Shelter Building. The new building will be built adjacent to the existing building with a connecting doorway. The addition will include an Office, Meeting Room, Bathroom and Storage Rooms as well as 5 additional kennels.

The Animal Shelter Building Committee will be presenting the Building plans to the Board of Selectmen at their January 16, 2013 meeting. If approved, the Plans will then be presented to the Board of Finance at their January 28, 2013 meeting. If approved, a Town Meeting will be scheduled for final approval.

Funding for the new Shelter Building will be obtained entirely from fund raising efforts and grants, no taxpayer dollars will be needed. Selectman Jeff Haney has already obtained a Building Permit.

Ginger Mullin inquired as to whether any facilities for cats will be incorporated into the new building. Kristi Novin advised that the facility is not recognized by the state as a cat shelter and therefore no facilities dedicated to cats are included.

The Committee may be asked to contribute funds to the building project. Committee members agreed to look into provide interior necessities. Committee members were also asked to seek volunteers for the project including licensed tradesmen (electricians, plumbers, etc.) as well as "general laborers".

#### - Fund Raising Plans

The animal shelter is sponsoring a Pasta Dinner on Friday January 18, 2013 to be held at the Crowne Plaza Hotel in Southbury.

Karen Fisher suggested a dog walk event to be held in the spring or possibly a float parade with contests, events, etc. Committee members were asked to consider this and other ideas for fund raising events and bring their ideas to our next meeting.

#### **Old Business**

##### - Review of 2012 Dog Days Event

A summary of the Dog Days financials was reviewed. A profit of \$3,000+ was raised. Additional monies have been raised from sales of merchandise purchased for the Dog Days event bringing total profit to over \$4,000. Profit would have been higher but certain expenses incurred were for items that can be used for future events (e.g., Tents). This total profit is comparable to previous Dog Days events.

Feedback received from participating vendors and attendees was all positive.

This was the first Dog Days event sponsored by the existing committee and all members agreed that much was learned which will make future events even more successful.

Planning for the 2013 Dog Days Event will begin at the next Committee meeting. Kristi Novin will prepare an Outline of the major elements involved with the Event. As planning for 2013 proceeds, each element will be reviewed and 2012 results/effectiveness considered as we plan for 2013. Karen Fisher advised that she will look in to obtaining a list of members of the Valley Chamber of Commerce to be used to secure additional vendors.

A discussion regarding Rescues/Non-profit participation and whether or not they should be charged a fee took place. This issue will be discussed at the next Committee Meeting.

### Adjournment

A motion was made by Sharon Morton to adjourn at 8:36 p.m. Karen Fisher seconded the motion. All Aye. Motion carries.

Minutes filed subject to approval.

Respectfully submitted by,



Sharon Morton  
Committee Recording Secretary

13 JAN 16 PM 2:07  
TOWN OF OXFORD, CT  
*Margaret A. West*  
TOWN CLERK