

MINUTES

Oxford Animal Shelter Committee Special Meeting

Thursday, August 30, 2012

Present:

Michelle Cohen
Sharon Morton
Ginger Mullin
Kristi Novin
Jen Waterbury

Absent:

Dianne Martines
Lori Pokladowski

Kristi Novin opened meeting at 7:16 PM

Old Business

- Approve Minutes From Previous Meeting
Motion made by Kristi Novin to accept minutes from August 22, 2012 Special Meeting.
Seconded by Ginger Mullin. All Aye. Motion carries.

Dog Days

- The list of confirmed vendors was reviewed and additional registrations continue to be received and will be accepted for as long as feasible.
- A flyer for the Dog Days event has been finalized and distributed to Committee Members via email (also attached to these Minutes). Members are encouraged to distribute the flyers wherever possible. Cori Wlasuk will print multiple color copies of the flyer and these will be available at the Animal Shelter for committee members.
- Lori Pokladowski suggested we consider adding items to the menu. Cori Wlasuk has a contact in the food service industry who volunteered to review our menu and pricing and advise us on any suggested revisions. We will also have the opportunity to purchase required food items at wholesale pricing.
- Michelle Cohen visited CVS this week and found 10 x 10 tents on sale at a significant savings. Kristi Novin purchased 9 tents at a total cost of \$180. This price is less that it would have cost to rent these items. The shelter had an immediate need for a tent and one was provided to them, leaving the 8 remaining tents to be used for Dog Days. These, in addition to the food court tents held by Lori Pokladowski and the 2 tents to be obtained from Shelter Logic should be sufficient for the event.

- Kristi Novin is in the process of preparing a mailing to vendors to include information regarding parking, event passes, etc. The mailing will take place as soon as possible.
- The need for additional volunteers was discussed and Kristi Novin will ask Lori Pokladowski to ask the Oxford High School football team if they can assist. All Committee members are also asked to have any volunteers they are able to recruit to complete a Volunteer form and submit it via our email address (dogdaysoxford@gmail.com) as soon as possible.
- Delivery of food to vendors during the event was discussed and it was agreed that specific time slots will be given to vendors during which they may request their food purchases be delivered.
- Final pages of the Shelter Calendar were reviewed and approved and will proceed to printing.
- A preliminary review of donated items for prizes/raffles was discussed and additional items are still being requested. Committee members are encouraged to continue to request donated items from appropriate companies/individuals.
- A preliminary program book has been prepared by Sharon Morton and was provided to committee members for review and suggestions for additional items to be included. Members will provide their comments and ideas at the next regularly scheduled Committee meeting on Tuesday, September 4, 2012.
- Jen Waterbury and Michelle Cohen have visited local supermarket and chain stores and delivered a request for donations. Sharon Morton will deliver a request to Costco. Jen and Michelle will follow up with all stores to determine whether they will provide donations.
- Signage needs were discussed and Kristi Novin advised that she has some signage in storage and will contact Rway Signs, who has produced signage for previous events, to determine what signs may be used and what additional signs will be required. Jen Waterbury made a motion to authorize Kristi to purchase signs as needed. Sharon Morton seconded the motion. All Aye, motion carries.
- Michelle Cohen will contact the local police to make arrangements for police coverage, as required, at the event.
- A First Aid station will be set up at the event, specific location to be determined.
- The Dunk Tank was discussed and although several people advised they would be willing to sit in the tank, no one has specifically guaranteed their participation. Therefore for this year, we will not have a dunk tank.



12th Annual

DOG DAYS OF OXFORD



FAMILY FUN ACTIVITY CENTER

- Obstacle Course
- Sand Art
- Games/Prizes

DOG CONTESTS

- Most Handsome
- Best Costume
- Best Trick
- and many more!

COMMUNITY DAY

To benefit the Oxford Animal Shelter

Saturday, September 29, 2012

(Rain Date Sunday, September 30, 2012)

9:00 a.m. – 4:00 p.m.

Oxford Center School, 462 Oxford Road, Oxford, CT

(Free Shuttle Bus to Satellite Parking Lot at Quaker Farms School)

FEATURING . . .

OUR FAMOUS FOOD COURT

Unique and Varied Vendors

Basket Raffles

Rescue Groups

Canine Good Citizen (CGC) Testing

*** DEMONSTRATIONS ***

* Newtown Police K-9 Unit *

* Obedience Dog Training Club of Waterbury *

* Yankee Flyers Disc and Dog Club *

AND MUCH, MUCH MORE!!

New Britain
Rock Cats
Mascot
"Rocky"

Only
\$3.00
Admission
(5 & under free)

Sign up early for Dog Contests and CGC Testing
Contact dogdays@oxford@gmail.com for additional information.

