

MINUTES

Oxford Animal Shelter Committee Regular Meeting

Tuesday, September 4, 2012

Present:

Michelle Cohen
Sharon Morton
Ginger Mullin
Kristi Novin
Lori Pokladowski

Absent:

Dianne Martines
Jen Waterbury

Kristi Novin opened meeting at 7:04 PM

Old Business

- Approve Minutes From Previous Meeting
Motion made by Ginger Mullin to accept minutes from August 30, 2012 Special Meeting.
Seconded by Kristi Novin. All Aye. Motion carries.

Dog Days

- Kristi Novin advised that the Southbury Crowne Plaza will be donating a prize and that she has ordered the ribbons for the dog contests and Sharon Morton advised that Pet Super Bowl will donate prizes for the dog contests.
- Kristi Novin also advised that she is scheduling a meeting with RWay signs to look at existing signage and discuss what can be salvaged and what new signs must be purchased.
- Discussion regarding the games to be purchased/rented for the kids area took place. Kristi Novin made a motion to rent 2 table games. Sharon Morton seconded the motion. All Aye. Motion carries.
- Ginger Mullin volunteered to look into making a ring toss type game.
- Lori Pokladowski will look into creating a "wishing well" to be used for cash donations.
- Michelle Cohen will email the list of supermarkets/other stores contacted so that committee members may follow up with each.

- Lori Pokladowski advised that the required Permit is on its way. She will be in contact with the appropriate people at Center School regarding food storage and electrical requirements.
- Lori also has a preliminary list of items to be rented, included a generator. The need for outdoor extension cords was discussed. Committee agreed that we would eliminate the Ice Cream truck. Lori will check with Schreiber's Farm to see if they would be willing to donate eggs.
- Kristi Novin will check with Cori Wlasuk regarding providing ice for the event.
- The need for food storage at the Food Court was discussed and whether a refrigerator/freezer storage unit would need to be rented. Michelle Cohen advised that she had a number of coolers that could be used for the food court.
- Lori Pokladowski will ask for volunteers from the Oxford High School Football Team. She advised that she needs 15 volunteers for the Food Court and has 8 confirmed. She also will require 3 trash cans for the food court area.
- Lori Pokladowski asked that she be provided with menu lists. She will also require a hand-washing station.
- Sharon Morton will look into print advertising. Kristi Novin will look into advertising online with the Oxford Patch.
- Sharon Morton distributed updated drafts of the Program Book for committee members to review. Program Book must be turned over to the printer on Friday, September 7.
- Committee members were reminded that all volunteers need to submit their forms/t-shirt sizes no later than Friday, September 7.
- A Special Meeting has been tentatively scheduled for Wednesday, September 12.

Adjournment

A motion was made by Kristi Novin to adjourn at 9:07 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 11 PM 12:59
TOWN CLERK
Sharon Morton, CT