

# MINUTES

## Oxford Animal Shelter Committee Special Meeting

Tuesday, August 14, 2012

Present:

Michelle Cohen  
Sharon Morton  
Ginger Mullin  
Kristi Novin

Absent:

Dianne Martines  
Lori Pokladowski  
Jen Waterbury

Kristi Novin opened meeting at 7:04 PM

### Old Business

- Approve Minutes From Previous Meeting  
Motion made by Michelle Cohen to accept minutes from July 24, 2012 Special Meeting.  
Seconded by Kristi Novin. All Aye. Motion carries.

### New Business

- Animal Shelter has asked if the Committee would fund one half of the cost of surgery for current resident "Peanut". Total cost is \$600, Committee share would be \$300. Sharon Morton made a motion to agree to this expense. Seconded by Kristi Novin. 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. Demonstrations/"entertainment"/activities include a DJ, Rock Cats Mascot "Rocky", Yankee Disc Flyers, ODTCW, Critter Caravan and Newtown K9 team. A nail trimming station will also be set up.
- A series of children's activities is planned and will include an Obstacle Course as agreed to at our last meeting. A dunk tank is also being considered and committee members were asked to come up with ideas of who might be asked to sit in the booth and submit suggestions to Kristi Novin within one week.

Additional children's activities ideas discussed include an airbrush tattoo booth, scavenger hunt, sand art, coloring table and "carnival-type" games (e.g., ring toss, bean bag toss, etc.). Committee members should come up with additional ideas and submit suggestions as well as recommendations for pricing and prizes to Kristi Novin within one week.

- YACK is a vendor who will have a booth selling Cotton Candy, Sno-cones and similar items. No items will compete with what we will be selling in our food court and proceeds will be split 50/50 between Yack and the Committee.
- The number and size of tents required for the event were discussed. Lori Pokladowski has advised that she has on hand the required tents for the food court area.
- A tentative count of additional tents required was discussed and a walk-through of the area will be needed before a final count is determined. Michelle Cohen has a contact at Shelter Logic who will donate one 10' x 20' tent and offered a 30% discount on additional tent purchases. The committee would like to purchase additional tents but cannot fund all of them at this time. Kristi Novin made a motion to buy one additional 10' x 20' tent at a cost of \$210. Seconded by Sharon Morton. All Aye. Motion carries. It is the committee's intent to purchase additional tents in the future which will reduce the cost of rental fees.
- Raffles/Baskets/Prizes. Higher value prizes are needed for Dog Dash prizes and committee members will seek to obtain these. A number of donations have been received and additional donations are expected and more are still being requested.
- Signage. A tentative list of required signage was discussed and will be updated as necessary and quotes obtained before purchase.
- Parking Shuttle. As discussed at the 7/24/12 meeting, All Star provided a quote of \$489.06 to provide transportation to/from the event to the designated parking areas. Kristi Novin made a motion to accept this price. Ginger Mullin seconded the motion. All Aye. Motion carries.
- Silicone Bracelets. Sharon Morton advised that we have a small number of bracelets remaining from our last purchase. Kristi Novin made a motion to place another order of bracelets for the same quantity as the last purchase. Michelle Cohen seconded the motion. All Aye. Motion carries. Sharon Morton will place the order.
- Dog contests. Kristi Novin suggested purchasing ribbons to award to contest winners as well as ribbons to provide to all participants. Ginger Mullin made a motion for Kristi to purchase the necessary ribbons. Michelle Cohen seconded the motion. All Aye. Motion carries.
- Contest judges are needed. Committee members will make suggestions for judges and provide those ideas to Kristi Novin within one week.

- Kristi Novin will send out an email to the committee regarding the need for volunteers and will schedule a meeting with volunteers.
- Our next special meeting will be scheduled for Wednesday, August 22, 2012 at 7:00 p.m.

**Adjournment**

A motion was made by Kristin Novin to adjourn at 9:42 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 AUG 20 PM 1:46  
TOWN CLERK  
Sharon Morton  
TOWN CLERK