

## Meeting Minutes for Monday, June 11, 2012, 7pm, Dog Park Meeting at Lakeway Learning Center-Aspen Room:

### Present:

**Board Members-** Gayle Armer, Crystal Fichter, Catherine Mahoney, Sarah Tyson, Karen Waters

**Committee Members-** Kristy Fairfield, Mark Harris, Linda Moll, Samantha Montey Louise Trowe

### Discussed:

#### Garage Sale

- On June 2<sup>nd</sup> we made over \$900. Great job everyone! Thank you to everyone who either helped out or donated something for the cause-included but not only -Gayle Armer, Morgan Blatz, Kristy Fairfield, Crystal Fichter, Kim Harris, Andrew McNeil & A-Z Services , Samantha Montey, Louise Trowe, Doug Turner, Nancy Turner, Sarah Tyson, Karen Waters)
- We signed a Thank You card for Shirlee and Mike Radike for letting us use their property for the garage sale, and a thank you card to Zip Printing for donating their printing services to get our logo on the dog bandannas. We also wrote a thank you card to A-Z Mobile Services for helping us move heavy stuff for the garage sale and a thank you card to Doug and Nancy Turner for letting us use their trailer to haul stuff.
- At the Garage sale we met a lady by the name of Cindy Thomas who said she could help us get donations from large corporations.
- We still have left over stuff to sell from the last garage sale. The next garage sale will be on Saturday, July 14, 2012 from 7am-2pm at Catherine Mahoney's house at 604 S Osborne Ave. (Sam, Sarah, Linda, Louise, Catherine are going to work the garage sale; Kristy and Crystal might be able to help)
- Sam, Catherine, Kristy, Karen, Mark, Linda, Louise, & Crystal (1hr on her lunch break) will help set up for the garage sale on Friday, July 13, 2012 at 2pm at Catherine Mahoney's house.

- Gayle Armer will make neon colored poster boards to put up at 6<sup>th</sup>/59, 6<sup>th</sup>/Osborne, 4J/6<sup>th</sup>, and 6 poster boards for vehicles.
- Catherine Mahoney will contact The News Record to put an ad in the classifieds to be ran for Wed, Thurs, Fri before the garage sale ; Catherine will also create flyers to have Karen Waters put up at Joe's Pet Depot, All God's Creatures, Farmers Co-op, Camelot, and Animal Medical Center.
- Kristy Fairfield will put ads in the free advertisement websites (Basin Radio Network, City of Gillette, etc.) to donate items for the garage sale.
- Who is bringing tables for the garage sale?? Linda-4 tables, Catherine-1 table, Louise-1 table & clothes rack, Sam-1 table, and Gayle-1 table.

#### **4<sup>th</sup> of July Parade**

- Catherine ordered more 4<sup>th</sup> of July dog bandannas and other bandannas which will be shipped to Crystal Fichter's house and should be in by June 19<sup>th</sup>. Crystal and Sarah will take them to Zip Printing to have our logo put on them. Sarah and Crystal will also be getting group t-shirts made. The shirts will be green with our logo on the front and on the back it will say GDOG (Gillette Dog Owners Group). If anyone wants a shirt to wear for the 4<sup>th</sup> of July parade walk and other events, contact Sarah Tyson 299-2246 or Crystal Fichter 680-9624. The sizes are S-XL for \$10 and XXL, XXXL \$15.
- We need dog walkers for the parade. Please join us on July 4<sup>th</sup>, for more information contact Catherine Mahoney at 702-506-7209. So far Sam, Gayle, Sarah, and Catherine will be walking in the parade. (Kristy, Kim Harris, Louise, Tom and Morgan might be able to join the walk also).
- We need 2 people to patrol during the parade, so far Gayle and Catherine will do this.
- Catherine is checking with "Friends of the Gillette Animal Shelter" to see if they would like to walk with us and use the same float.
- Decorations: a truck or flat bed trailer, banners, red/white/blue balloons, dog walkers.
- Gayle and Sam are in charge of baking 1200 dog treats before July 1, 2012.

- Crystal is in charge of printing 1200 information flyers, dog treat recipes, and dog park garage sale flyers that will be put into zip lock bags to be handed out during the 4<sup>th</sup> of July parade. (Gayle will email the dog treat recipe to Crystal and Catherine will email the information flyer and the garage sale flyer to Crystal).
- On Sunday July 1<sup>st</sup> at 3pm at The Lakeway Learning Center-Aspen Room, everyone is encouraged to come help decorate banners for the float we will use in the parade and help bag the information flyers and dog treats.

## Other

- Samantha Montey is going to research getting Ty Pennington with Extreme Home Maker Show to come to Gillette, WY to build a Dog Park.
- We are officially a non-profit organization now and we have a bank account for the Gillette Dog Owners Group setup. Congrats!!
- Catherine is still in the process of getting a response back from the High School teacher who is editing our Dog Park video for the Gillette Public Access channel.
- On Monday, June 11 Kristy Fairfield, Linda Moll, Catherine Mahoney, Sam Montey, & Nancy Turner set up a booth at the Animal Shelter to sell dog bandannas and collect signatures for our petition and get donations. We collected \$25 total, great job everyone!
- Catherine went over the fencing estimates that were provided by Andrew McNeil with A-Z Mobile Services.

## Delegating Duties

➤ Duties include but not limited to:

- President (Catherine Mahoney) - organize and coordinate events; main source of contact for people (in charge of contacting The News Record and other resources, etc.); type up agenda for meetings; send group email of meeting agenda & meeting minutes; proof read the Secretary's meeting minutes, then send off to Tom to be posted on the Website; Manage Facebook & create events and meetings on the Facebook page; make flyers for events; ordering products; and overseer of the Group.

- Secretary (Sarah Tyson) – type up the meeting minutes after each meeting and email to the President; Write Thank You Cards when necessary; sending group emails concerning events and meetings.
- Treasurer (Crystal Fichter) – handle funds, take money to the bank, deal with tax forms with the President, get receipts, use Quick book, keep track of names and phone numbers of people who donate a large sum of money until we get our 501(c)3 status.
- Board Members – Thomas Blatz will be in charge of managing Paypal, coordinating with the President stuff to sell on the website, keeping events and meetings current on the website. Karen Waters will be in charge of posting flyers and taking down flyers for events. Gayle Armer will be in charge of baking dog treats every time there is an event and Samantha Montey has volunteered to help Gayle with the baking. Catherine will get with Nancy Turner to discuss Nancy filtering the emails that come through the Group's Gmail account and alert the President of important emails.