

Minutes of Animal Control Facility Study Ad Hoc Committee

1. Call to Order:

The Animal Control Facility Study Ad Hoc Committee held its meeting at the Waterford Town Hall on **December 12, 2011** at 5:34 PM
Co-Chair Yvette Savoy called the meeting to order.

In attendance were:

Yvette Savoy
Melissa Yuchniuk
Michael Glidden
Paul Loomis

Absent members:

Robin Perkins
Jeffrey Nixon
Diane Amburn
Toni Bingham
Lee Carpenter (alternate)

Guests:

Craig Pedro (joined the Fundraiser Sub-committee discussion)

2. Approval of Minutes:

Melissa Yuchniuk motioned to approve the minutes of November 28, 2011. Michael Glidden seconded the motion. Motion passed unanimously with no discussion.

3. Treasurer's Report:

The Treasure's Report was unavailable as Treasurer Diane Amburn was not present on December 12, 2011. This report will be updated at the next meeting on January 9, 2012.

4. Old Business:

A. East Lyme Report

- a. Yvette Savoy reported that Toni Bingham is currently working with the East Lyme Finance Department to get a new animal shelter fund set up appropriately. She has obtained the wording for the account from the Waterford Finance Department to ensure that the account is specified for the use intended. Progress is being made in regards to creating this account however there are many Town Procedures that need to be followed.
- b. Paul Loomis is currently waiting for the location to place fundraiser Barometer. He has made the barometer and Toni Bingham is working on obtaining the placement from town officials.

B. Fundraising

- a. Paul Loomis is currently working on organizing 2 Golf Tournaments; these will be held in April & June. Paul will present information to the committee as it becomes available.
- b. Christmas ornaments are still available thru the shelter for \$10.00 each.
- c. Winter Fest was December 11, 2011 and was a worthwhile community outreach project. ACO Robert Yuchniuk spent most of the time speaking to the residents about the needs of the shelter and handing out our Fundraising Flyers that were reprinted for fundraising events. The animal shelter provided a basket to the door prize raffle to the Winter Fest committee. We raised \$491.00 for the ACF Fund. This was accomplished through sales of T-shirts, ornaments, baked goods, a guessing game, and generous donations. A thank you to Yvette Savoy for all her help during Winter Fest.
- d. FREE photos with Santa will be on December 18, 2012 from 12-3 PM in the Training Room at the Waterford Police Department. We will have crafts for the kids and baked goods as well as some door prizes. **Help will be needed the day of this event, for decorating, taking photos, helping to organize the animals, assisting the kids with their crafts, and selling the baked goods.**
- e. Updated fundraiser goal barometers were handed out and will be emailed on a regular basis to all committee members as well as posted on Facebook after each Treasurer's Report is updated.
- f. The Times ad has raised \$4,128.00 to date
- g. The Parks & Rec ad has raised \$190.00 to date

- h. **MARK YOUR CALENDERS:** Sat. Aug 11, 2012 10-4 is the 3rd Annual Pupstravaganza at the Waterford Dog Park.
- i. Current Fundraisers also include a Pampered Chef Facebook Campaign, ended at midnight December 12, 2012 and a portion of the proceeds will be donated to the shelter.
- j. "Gift Certificates" are available thru the shelter. Make a donation for someone as a Christmas Present, and receive a certificate in a photo frame card with a picture of a pound puppy.

5. New Business:

A. Priority Renovations for ACF Draft Report

Jeffrey Nixon is currently compiling an essentials renovation report so that immediate needs of the shelter can be addressed and a possibility of these needs could be met.

B. Discussion of Status of Committee Officers for 2012

Recommendation to keep officers in their current positions was discussed; however, an official vote will be held at the January 9, 2012 meeting,

C. Communication

Yvette Savoy made a request that all members **check email on a daily basis**. With scheduled meetings maintaining to be every other week we need to ensure that communication efforts are effective.

D. Other New Business

Yvette Savoy suggested that efforts begin on a draft for new animal control facility report, containing statistics with realistic requests, so that discussions on the report can begin in January. Michael Glidden, along with Jeffrey Nixon, to work on this draft.

6. Adjournment

Motion to adjourn was made by Yvette Savoy at 6:08 p.m. which was seconded by Paul Loomis. Motion passed unanimously.

7. Fundraiser Sub-Committee Break-out Discussion

Respectfully submitted,
Melissa Yuchniuk
Secretary

