

Minutes of Animal Control Facility Study Ad Hoc Committee

1. Call to Order:

The Animal Control Facility Study Ad Hoc Committee held its weekly meeting at the Waterford Town Hall on **October 24, 2011** at 5:31 PM. Co-Chair Yvette Savoy called the meeting to order.

In attendance were:

Yvette Savoy
Edna Silva
Melissa Yuchniuk
Toni Bingham
Robin Perkins
Paul Loomis
Jeffrey Nixon

Absent members:

Michael Glidden
Diane Amburn
Lee Carpenter (alternate)

2. Approval of Minutes:

Robin Perkins motioned to approve the minutes of October 17, 2011. Toni Bingham seconded the motion. Motion passed unanimously with no discussion.

3. Treasurer's Report:

As of October 17, 2011 Treasurer D. Amburn reported that the total in the new ACF fund is \$16,914.48. Yvette Savoy noted that the finance office is handling the returned check, in the amount of \$25.00 that was reported by Margaret Ormond in the previous meeting on October 17. A certified letter was sent by Gail Miller of the Town Finance Department and cc:d to Robert Yuchniuk, the ACO.

4. Old Business:

A. The Day Update / Fundraiser Flyers

- a. Robin Perkins provided information that was obtained from Chris Browning at The Day. The Day requires pieces of the misprinted or torn flyers for proof that there was a problem. A request will be made by Melissa Yuchniuk to Robert Yuchniuk, ACO, to place a comment on FACEBOOK requesting any of these misprinted or torn up flyers to be turned into the shelter. Once proof is obtained, Robin Perkins will discuss with Chris Browning the possibility of a refund, reprint, future advertising discount, or other compensation.
- b. During the meeting on October 17, 2011 Margaret Ormond presented the opportunity for the committee to place a fundraising ad in the upcoming Parks & Rec booklet for the Town of Waterford. Robin Perkins obtained the information for placing the ad in both the Town of Waterford and Town of East Lyme Rec books. Robin Perkins made a motion which was seconded by Lt. Jeffrey Nixon to authorize the expenditure of \$640.00 from the fundraising account to place half page ads in the Waterford and East Lyme Park & Rec books. The motion passed unanimously. The following discussion was to ensure that the ad had a tear off portion for the community supporters to mail into the town. Yvette Savoy is going to work on creating this ad, with Robin Perkins getting this ad to The Day for Publishing. Robin Perkins will obtain payment from Gail Miller of the Town Finance Office from the fundraising account.

B. East Lyme Report

- a. Both Toni Bingham and Paul Loomis reported that they had spoken with East Lyme First Selectman Paul Formica on October 24, 2011. During these meetings the First Selectman stated that he is working closely with Waterford First Selectman Dan Steward and they will continue to work together. An offer was made to First Selectman Paul Formica to attend an Ad-Hoc committee meeting to discuss the future.
- b. A suggestion was made by Melissa Yuchniuk that First Selectman Dan Steward speak with First Selectman Paul Formica in regards to the East Lyme Finance Department adding a line item for fundraising. This request was to add an ease of convenience and comfort for our East Lyme donors.

- c. Yvette Savoy asked that First Selectman Dan Steward speak with First Selectman Paul Formica in regards to helping us set a tangible amount for a fundraising goal.
- d. Toni Bingham stated that First Selectman Paul Formica had stated that we would be able to place a fundraising barometer at the Town Hall in East Lyme.

C. Fundraising

- a. Melissa Yuchniuk reported that on October 20th WOW in Groton held a fundraising event along with a health fair. Amounts of fundraising will be discussed at next meeting. Information on upcoming events was handed out during the event. During this event a Pampered Chef consultant organized a fundraiser in which a portion of her sales will be donated the animal shelter.
- b. Melissa Yuchniuk requested support for October 29th Spooktacular fundraiser, still in need of costume judges, volunteers to organize children with crafts, and volunteers to hand out treat bags and promote fundraising. Yvette Savoy and Paul Loomis offered to help.
- c. Melissa Yuchniuk reported that the tickets for the November 19th Comedy Event are selling and donations for silent auction baskets are coming in. An effort is being made to continue promoting this event.
- d. December 3rd Bus Trip to NYC is being organized by ACO, Robert Yuchniuk and a volunteer from the shelter and has been receiving enthusiastic feedback. The trip will cost \$40, with a donation to the shelter. Melissa Yuchniuk reported that the bus was paid for and the tip for the driver has been set aside and any additional sales will result in profit for the shelter.
- e. Christmas ornaments are ordered and should be shipped to Melissa Yuchniuk on October 26, 2011. These will sell for \$10.00 each.
- f. Melissa Yuchniuk is looking into organizing a bowling fundraiser for possibly January. Tickets would each sell for \$12.00, of which \$5.00 would be donated to the animal shelter. Lt. Jeffrey Nixon commented that his son's school had participated in a similar fundraiser with great success.

5. New Business:

A. Executive Session:

Yvette Savoy made a motion for the committee to go into an executive session. Robin Perkins seconded the motion. Motion was unanimously approved.

6. Adjournment

Motion to adjourn was made by Lt. Jeffrey Nixon at 6:47 p.m. and was seconded by Yvette Savoy. Motion passed unanimously.

Respectfully submitted,
Melissa Yuchniuk
Secretary