

Dartmouth – Dog Advisory Work Group

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Tuesday – March 24, 2015 – Minutes

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DARTMOUTH TOWN CLERK

## I. Reports

Diane called the meeting to order at 7:07 pm with the following members present: Rick Rodrigues, Sandy Goslin, Denise Levesque, Karen Harb, Jenn Mello, LeeAnn Quint, Diane Camacho, and Jo-Anne Gallant present. Absent were Rick Oliveria and Dr. Kate Pietsch. We had three guests: Ann Raymond, Nancy Mahoney, and Barb Carreiro.

A. The minutes from the February meeting were read and accepted.

B. Rick gave the treasurer's report. Our only transaction was the monthly bank service fee of \$29.95. Our account presently stands at \$2,662.42. Jo-Anne gave Rick four checks from Anchor Animal Hospital in the amounts of \$81.00 (December), \$83.00 (January), \$83.00 (February) and \$57.00 (March) from the sales of a select brand of treats and a donation jar, that totaled \$304. Diane reported that she registered for booth space at the New Bedford Pet Fest on May 17th, and submitted a copy of her personal check in the amount of \$20.00 for reimbursement.

## II. Old business

A. Dartmouth Dog Park Website update: Karen, Denise, and Diane

Karen has gathered the two notebooks that John had put together for our website and purchased a flash drive to download the information stored on the computer. She starts a website design course on April 1<sup>st</sup>. She realizes she needs to start by reregistering the domain name. Both Diane and Denise offered assistance.

B. Liability insurance

Rick has contacted Southeastern Insurance Company and the agent there is investigating possible liability policies for DDAWG. When she was at Anchor Animal Hospital, Jo-Anne asked what insurance company holds their liability insurance, and she will ask at Chase Farm Veterinary Hospital as well. She thought having several quotes would be beneficial and the board agreed. She will talk with Rick to see what kind of information he needed to provide Southeastern and inquire with these two insurance companies. Sandy will find out if the company that provides her horse farm liability coverage has a policy for dog parks. A friend of hers with a dog day care business has insurance at a cost of \$1800 a year. It was suggested that at that price, it may be more than just liability insurance as one vet's cost was much less at \$350. Sandy will find out what company covers the dog day care. Contacting area cities that have dog parks to see if they are insured was also suggested. The insurance was a recommendation of David Cressman, Town Administrator, because while the town has an umbrella policy that will insure the park, he feels DDAWG would do well to be covered for liability. Denise said that in her experience in the business, dealing with an insurance company directly, rather than with an agent, usually results in a better deal.

C. Meeting with Parks and Recreation: Diane

Diane provided an update on the dog park as a result of attending the March 3<sup>rd</sup> Parks and Recreation Board Meeting with Rick O. and Jo-Anne. The project received conservation approval but it was delayed by the weather. One board member was concern about dog waste, but after an explanation of the layers that will be used, the member was satisfied. The town is working with NSTAR, now EverSource, to bring electricity not only to the dog park, but also down the road to the main park area. High voltage is needed to extend the electricity down the road but the dog park only requires low voltage, so some sort of junction box will be needed. As

the town is laying pipes for town water up Old Fall River Road, Tim Lancaster would like the DPW to provide both the dog park and the main park area with town water as well. The cost of the well would go towards town water, with the advantage of having water for both pets and owners. In addition, the well maintenance costs and upkeep would be avoided. The construction bid documents are ready to go out, and the bid process does take time but we are still anticipating an opening this summer. The possibility exists that we may have water to open the park, but not electricity. If so, the card key system and irrigation system may have to be on hold. Having the park open to all initially and then installing the card key system may be a benefit as those who join will already be invested in the park.

#### D. Fundraiser ideas: 2015 and 2016

##### 1. Marketing items

Ann Raymond, Karen's sister, brought a pen with dog prints and suggested we could have our logo on it and sell them. Several board members felt it was time to have our name and logo be more widely known. We could have some items ready for the Pet Fest in May. Ann will bring sample items to the April meeting.

##### 2. Wine tasting

Jenn checked out the Westport Vineyard and told the board of two options. First, we could sell tickets for tastings and a tour of the vineyard with several groups of 12 over the course of an afternoon. Hosting a major event at that site is also a possibility, but would involve a great deal of work. She explained that an event there would require renting a tent, providing food, and hiring a band to have music. In addition, we could have the Yankee auction, which would require collecting donations. We discussed the Family Farm Day, which had about 150 attendees. A wine event would be much larger and several board members felt we are still too small at this time to take on the wine event. Rick will report on the Running Brook Winery at the next meeting.

##### 3. Medium Matt Frazier

Diane has to send the information to Matt Frazier's publicist on our official letterhead. They select the charity, but then they are responsible for all ticket sales and promotions. We would need to find a venue.

##### 4. Family Fun Day???

As we will be holding an opening event this summer, the Family Fun Day will not be held this year.

##### 5. Other

Board members felt we need to be raising money more consistently, and focus on smaller events for now. Hosting an event at Apponegansett Park was suggested, as was a Paint and Pour event. Pretty Paws owner Ann Souza, offered to assist with a painting event. A spaghetti supper was suggested and Sandy indicated that the fundraiser spaghetti supper she put on was very successful. Karen has done them in the past with great success and said they are a low cost easy to do event. For the next meeting, Rick will inquire about the availability of the New Bedford Rod and Gun Club hall. Diane will find out about the High Hill Fox and Coon club, and Sandy will check the Holy Ghost Grounds in Dartmouth. Each has advantages; Both gun clubs have a bring your own alcohol policy while the Holy Ghost has a bartender. The costs vary from \$90 an hour (Holy Ghost) to \$150 (High Hill). Rick's club seems to be the least expensive at \$40 for the hall, \$25 for the use of the kitchen, and a \$25 refundable security fee. Both gun clubs have kitchen facilities and will hold about the same number of people. Diane's club is not available on Sunday, but Rick's is. We are looking at early June dates.

#### E. Two more board seats: Ann Raymond and Nancy Mahoney?

Both Ann Raymond and Nancy Mahoney are very interested in serving on the board and will be included on the slate of officers for our April meeting.

### III. New business

#### A. Elections: April

We will hold our annual meeting and elections at our April meeting. As Rick had to file with the Attorney General by the end of March, he will have to file an amended form after our April elections. To avoid this issue in the future, we need to amend our bylaws to hold our elections prior to the required filings with the state. Rick suggested the last Tuesday in January would be good.

#### B. United Way Mini Grant Status: Rick, Diane: kiosks

Last year, we received a small United Way Grant to pay for two kiosks, similar to those found on DNRT properties. One will be a DDAWG bulletin board while the second will be available for dog park attendees to post information. Rick contacted Diane as he needed paperwork to submit for the United Way funds we were granted. Diane contacted Shawn Muldoon, who builds all the kiosks for DNRT, and got a quote of \$1650 each installed. As the town project includes a bulletin board, we may be able to get away with just one, but will need to find out from the town what theirs entails. It was suggested that the kiosk be located near a light post.

C. Policies and Procedures Update including Dog Park Rules and Regulations: Please read and be ready to discuss

Tim Lancaster from the Parks and Recreation Board wants to eventually look at the rules and regulations we develop for the dog park. As our Policies and Procedures packet includes both the park rules as well as the board policies, Diane reviewed the packet and created a list of just the dog park rules. She passed out copies for members to review, and discussion ensued. One change suggested was to the liability statement at the bottom. Discussion also centered on whether to allow training treats, and to allow dogs on leashes within the enclosure. In the interest of time, please review the rules and be prepared to vote on them at our next meeting. Diane will resend them out with the changes suggested for all to review by next meeting.

#### D. Amazon Smiles foundation Update: Diane

Diane reported we are officially registered with Amazon Smiles, the non-profit division of Amazon.com. Individuals who make purchases on Amazon Smiles may select DDAWG as the beneficiary of a small donation from Amazon.

#### E. DDAWG 501 (c) (3) Organization letterhead: Diane

Diane sent around sample copies of the letterhead she designed for people to look over with suggested changes. There were none. The board members all liked the design, but felt we could individually print them as needed, rather than order a huge amount. Diane suggested that if folks make donations, we need to thank them on the official stationary so they have something for their taxes. If we all had the design on our computers, we could each just print what we need, and sign them at a monthly meeting. LeeAnn moved we accept the design, and Jenn seconded the motion. The motion passed unanimously.

#### F. By-Laws revision? Discussion

In section 2, we should include our mailing address, and our purpose should be expanded to include citizens of Dartmouth and surrounding communities. In addition, we will want to change

the date of the annual meeting as previously discussed. Board members should bring additional suggestions to the April meeting.

#### G. Facebook: New public page

Diane outlined the two Facebook pages that DNRT has. One is an official page with staff monitoring it, while the second is open for postings by anyone. She commented that visitors to the DNRT reserves can post pictures or ask questions, but are also encouraged to like the official page. Sandy noted that her horse group also has both a public and official page. Rick was concerned posts might be negative, but was assured that such posts can be deleted and individuals can be blocked. The public page still has monitors. The second page would be named the Dartmouth Dog Park Public Page. Sandy moved we start a public page, and the motion was seconded by Karen. The motion passed. Nancy, Jenn, Diane, and LeeAnn would all be willing to help monitor the public page.

#### H. For the good of the organization

Denise asked if board members would have free membership to the park. Diane indicated the subject had never come up. We would still need to provide the paperwork to the town, so in all likelihood, membership would not be free. We did discuss the possibility of having a scholarship application for families in need.

#### IV. Adjournment

Karen made the motion to adjourn at 8:47pm. Denise seconded it and the motion passed unanimously.

#### V. Next meeting

Our next meeting, at which time elections will be held, will be April 28<sup>th</sup> at 7:00 pm at the town hall, room 315.

Respectfully submitted,

Jo-Anne Gallant