



PO Box 274 - Eastham, MA 02642  
www.easthamdog.org

Minutes  
February 17, 2011  
The Cape Cod Dog

**Attendance:** Ed Daniels, Cindy Nicholson, Collene Caswell, Katrina Boucher, Noelle Smith, Lu St Aubin, Ellen Murray, Kathy Herrick and Karie Miller.

Meeting was called to order at 6:14PM by Ed Daniels, acting President.

Minutes of January meeting: Collene. Minutes were passed.

**Dog of the Month:** Buddy. Buddy received a nice bully stick from Katrina and was a perfect gentleman throughout the meeting!

Ed Daniels received correspondence from Tom Shea, resigning as President of EDOA and removing himself from the board.

**New Board Member Election:** Cindy Nicholson nominated Karie Miller to the board. Katrina seconded it and the board unanimously voted her in! Welcome Karie!!

**Old Business:**

- 1) **Liability Insurance-** Scott Kerry is putting together the policy. Approximate cost \$1400.00. 1,00,00 general liability plus \$500,000 Directors and Officers coverage.. Lu will retrieve policy and distribute to the board. Lu was asked to invite Scott Kerry to our next board meeting to explain the policy.
- 2) **501(c)(3)-**Cindy announced EDOA was APPROVED as of December 13, 2010! We are a non-profit organization!!
- 3) **Membership-**Ed
  - a) Will send contact of board members out to other board members.
  - b) Ed will continue to maintain the database, enter all money received and distribute weekly reports to The Cape Cod Dog, Nauset Pet Services and Lost Dog Committee.
  - c) Ed was asked to improve the membership card. He will forward a template to Cindy (and photo paper) and she will print them out.
  - d) New donations: We need a formal Thank You letter composed for people who donate to EDOA. Kathy Herrick will compose this letter! Thanks Kathy!

- e) Karie Miller and Ellen Murray will stuff membership/donation letters with membership card and mail out. \$75. Was approved for this expense.
- 4) **Lost Dog Committee:** Cindy-Will send a copy of the Feb. 15<sup>th</sup> minutes to the board via email.
  - a) Plan a volunteer training on how to catch and hold a scared, lost dog once it has been found. Look into inviting an Animal Control Officer to come in and instruct, and/or Donna from Nauset Pet Services. Set Date for training.
  - b) April Board Meeting do a presentation overview. Have LDN volunteers trained first.
  - c) Ed will set Kathy Herrick up as administrator of our Facebook page.
- 5) **Lost Dog Network Facebook Page:** Kristine was interested in creating a Facebook page for LDN, but the board felt that before we expand Cape wide, we get Eastham solidly established. We would love to have her be an admin. On the EDOA's Facebook if she is interested!
- 6) **Emergency Shelter:** Cindy, Kathy, Ed. Holly Rogers would like to see the Nauset High School shelter the next to open up. Of the 13 or so DART members, 6-7 members are from Eastham. Kathy and Cindy will be taking the management training in March. New volunteer training will start in April.
- 7) **Revising the mission statement:** Ed- We discussed several options as our mission statement and it was decided on the following: **Eastham Dog Owners Association (EDOA) promotes the welfare of dogs and responsible dog ownership in the Town of Eastham.**
- 8) Katrina will work on the EDOA brochure and send out a proof via email. She is also creating a new proof for the Eastham Chamber book.

#### **New Business:**

- 1) New Committees established and members updated:
  - a) **Fundraising** (Windmill Weekend, Bow Wow Bash, Annual Meeting and other opportunities.)
  - b) **Public Relations** (newsletter, brochures, webpage and Facebook) Check to see if Kristine is interested in doing the newsletter.
  - c) **Membership Committee** (annual drive, mailing and upkeep of the database, communication and thank you letters)
  - d) **Education** (recruitment of guest speakers, coordinate with members to find interests.)

Noelle will create and email to the board indicating if they are on the board, they must be on at least one committee. Collene and Ellen volunteered for the Education Committee.

## **2) Goals and Agenda for 2011**

### **Agenda dates proposed:**

- **BOW WOW BASH:** Saturday May 21<sup>st</sup> from 11AM to 1PM
  - a) Cindy will check with Jean Hlivia to see if she is interested in coordinating
  - b) Check with Kristine to see if she is interested in coordinating.
  - c) Karie Miller volunteered to help.
  
- **WINDMILL WEEKEND:** September 10 & 11
  - a) Float with the Cape Cod Dog and Nauset Pet Services. Last year was a huge success. Noelle will coordinate. EDOA needs a banner!
  - b) Booth coverage-Saturday and Sunday. Cindy will coordinate.
  
- **ANNUAL MEETING:** October 20, 2011
  - a) Ed will coordinate.

**Next board meeting: Tuesday March 15<sup>th</sup> at 6PM at The Cape Cod Dog.**

Meeting adjourned at 8:40PM by Ed.

Minutes Respectfully Submitted By Collene Caswell