



Eastham Dog Owners' Association January 16, 2014 Board Meeting Minutes

Attending: Vicky Anderson, Cindy Blum, Dianne Cullen, Ed Daniels, Larry DiBona, Kathy Herrick, Kathleen "K2" Mueller (via Skype), Cindy Nicholson, Tracey Plantier and Lu St. Aubin

Absent: Ellen Murray

Minutes of the November 2013 meeting were approved as written. (*Motion to accept minutes by Tracey, Per 2nd, passed*). (*Note: There was no December meeting*). Ed will post a link to our minutes on the EDOA website.



Dog of the Month – Priscilla and her human Larry joined the meeting again this month following her initial visit with us back in September. These two are the best of friends. After walking around the room, succumbing to outstretched hands for a kind pet, and taking but not eating treats, Priscilla asked to jump up into Larry's arms. There she rested, comfortably using his elbow and arm as a head rest, until she fell asleep.

Treasurer Report – Balance \$11,845.75 (Checking \$9586.87, PayPal \$228.33, CD \$2030.55). Our CD is coming due again and Lu asked us to consider whether we wanted to transfer additional funds into a renewed CD or into a Money Market. A motion was made to allow Lu to check into both CD and Money Market interest rates and to transfer up to \$4000 from checking into the best option. (*Motion made by CindyN, Vicki 2nd, passed*). (*Motion to accept Treasurer's Report by CindyN, Tracey 2nd, passed*).

- Board members seeking reimbursements should complete the form developed last fall and submit it with receipts to Lu. The form is available from our website.
- Lu is making good use of the laptop purchased last November. She and Ed are working together to coordinate our budget/expense records into the new version of *QuickBooks for NonProfits* that we purchased. Melding these into one system will facilitate our financial reporting.

CORRESPONDENCE

- We received two letters commending EDOA for the quality of our newsletter. Comments included that it is a great newsletter with great content and relevant articles. Thank you, K2, for your commitment to writing this newsletter for us.
 - K2 is looking to revamp the layout of the newsletter to closer match our website format. She distributed a draft of a new format. Suggestions made included needing more pictures on page 1, making the name EDOA more prominent, and adding more color to catch the reader's attention. She will use these suggestions and submit a draft for review before we proceed with the next newsletter.

COMMUNITY NEWS

- Mark Foley is the new Fire Chief in Eastham. He has been the Deputy Chief for many years.
- The Eastham Town Clerk's office is handing out goodie bags to any dog that comes to the office. CindyN is packaging an EDOA card, LDN magnet, business cards for our sponsors, and a treat in each bag, and keeps them supplied a few at a time.
 - The current town clerk is retiring. Two candidates are currently running for the position with the vote scheduled in May. Vicki suggested that EDOA might want to sponsor a candidate's forum open to the public since the organization that used to do this (i.e., Eastham Forum) is no longer doing it. She will look into the possibility of moving forward with this and will discuss at our next meeting.
- There will be a meeting of the Windmill Weekend organizing committee on Wednesday, January 22nd at 7 p.m. at the Sheraton Four Points to discuss the future of the event. Unless the committee gets more volunteers and new officers, this annual event will likely be cancelled. Participation in this two-day celebration of Eastham is EDOA's most successful event from an exposure, new membership, and fundraising perspective. Anyone interested in learning more about how they can help should attend the meeting.



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COMMITTEE REPORTS (*Motion to accept committee reports by CindyN, Tracey 2nd, passed*)

Lost Dog Network (LDN) – Tracey reported that there have been six Lost Dog Alerts since our last meeting, and all of the dogs found their way home with minimal EDOA involvement. In one case, we were unable to contact the owner and as such, we did not activate our search team. Interestingly, that owner closed the alert about two weeks later by notifying us that the dog spent the night at a neighbor's home.

- We have gotten three junk/fake lost dog alerts recently (information boxes are filled with a jumble of meaningless letters and numbers). Can we prevent this? Ed will look into whether we can add a verification feature so that an alert is not issued unless the individual first inputs a confirmation phrase. Although these alerts are clearly junk, they are an annoyance to those of us who receive the initial alert notification.
- Kathy is next in line to be LDN Coordinator and she will assume the role immediately. Vicki agreed to step into the role for those times when Kathy is out of town next month. Larry has done a great job in his tenure in the role.
- Larry was collecting our LDN Alert Signs to attach a plastic folder into which we can place a picture of the lost dog. However, not everyone turned in their signs. Larry will give the modified signs he has to Kathy so that she is prepared should a search be initiated. CindyB will continue to look into pricing of waterproof boxes where we can place flyers related to a specific search.
- Tracey will be arranging two upcoming meetings: one for LDN Coordinators and another for LDN Searchers. Several members expressed the need to keep the LDN team informed and to offer an opportunity for new volunteers to learn about and perhaps join the Lost Dog Network.

Emergency Shelter – CCDART has a meeting scheduled on February 8th to discuss shelter plans. Per and CindyN will report back to us next month with updates.

Buddy Scholarship – CindyB distributed an updated scholarship application with a March 28, 2014 deadline for applications. This date is driven by the process used by Nauset Regional High School on their other scholarships. She also distributed posters with pull-off tabs that we can post around town. Several members agreed to post these at various locations around town.

Membership – CindyN reported that we have 69 members (new and renewals) thus far for 2014. Our first membership drive mailing went out yesterday and will be followed by a postcard reminder next week.

- Our sponsors are listed on the back of the membership card and are also listed in the membership letter. Kathy will present a draft of a vendor/sponsor policy for discussion next month.

Mutt Mitts – no poop pickup parties are planned now but we will be ready to assist when Claire Bransfield is ready. Claire has organized these for us for several years. Some poop bags supplied by the town have been ripping along the seam, and the Recreation Department has been notified of the problem. It appears to be a manufacturing flaw.

OLD BUSINESS

- Eastham Turnip Festival – six volunteers staffed an EDOA booth at this event. It was great exposure and we got two new memberships at the event. Dianne's dressing in costume was fun and well received. It was helpful to be placed next to the Companion Animal Program booth since they brought dogs that attracted folks to stop by. We should definitely considering participating again next year.



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- Chamber of Commerce advertisement – CindyN distributed copies of our ad that will be in the Eastham Visitors Guide. Thanks to everyone who submitted ideas and to CindyN for finalizing the ad.
- EDOA Board Member Dinner – board members agreed to set aside Friday, March 21st for a dinner at a local restaurant. This is a pay-your-own dinner that will allow us to get to know one another better on a social basis without having to address business issues. We will invite recently retired board members Karie Miller and Katrina Boucher to join us that evening.
- File Archives –Ed has archived our files so that responsibility for access, retention and maintenance do not fall on one person or in a person's personal computer files. One archive is available to all members via our website and the other is accessible to officers and board members via a password-only account. Ed will distribute access information to each officer/board member. For now, all updates (adds, deletions, revisions) are to be sent to Ed's attention so that he can ensure that the documents are current and accurate as well as retained in the appropriate archive.

NEW BUSINESS

- Board members should review our By-Laws. Some copies were distributed at the meeting but anyone needing a copy can get them via our website. Be prepared to discuss these at our February meeting.

A motion to adjourn was received from Dianne with Vicki 2nd. Motion passed. Meeting was adjourned at 8:14 p.m.

NEXT MEETING: Thursday, February 20th at 6 p.m. at Town Hall.

Respectfully submitted,
Kathy Herrick, Secretary