



Eastham Dog Owners' Association November 21, 2013 Board Meeting Minutes

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

Absent: Per Bentsen

Minutes of the October 2013 meeting were approved as written. (*Motion to accept minutes by Cindy B, Larry 2nd, passed*). Ed will post a link to our minutes on the EDOA website.



Dog of the Month – Hobie came all the way from the Worcester area to be introduced as our Dog of the Month. His human is Kathleen “K2” Mueller, and Hobie is one of three dogs in K2’s family. He is a Lab/Shepherd mix and will be 14 years old in January. Although his hearing is fading and he is not as limber as he used to be, neither has changed his loving heart and sweet personality. He slowly ambled around the table for pats on the head. K2 says that it was love at first site when she first met Hobie. A sign had been posted in the kitchen at her workplace, stating that a 4-month old puppy could no longer be cared for by a local family. K2 inquired about the puppy, and when the family introduced her to Hobie, she knew it was a perfect match for both of them.

Treasurer Report – there are no changes from the October report.

- Ed distributed a new Reimbursement Request form to be used by all board members. The category against which the reimbursement should be charged should correlate to the Committee/Event category on our annual budget report. Ed also distributed copies of the approved 2013 budget. He reiterated that once the budget is approved, the Committee/Event chairperson is free to spend those funds allocated without coming back to the board for approval on individual items.
- Board members should review the 2013 budget and start thinking about any changes for 2014. At the next meeting, the intent is to have a report showing the 2013 budget allocations versus the 2013 actual expenditures for use in planning our 2014 budget.
- Two months ago we approved a motion to purchase a laptop computer for use in tracking EDOA finances. Ed purchased a used Toshiba laptop running Windows 8 that he has already set up for our use. That approval allocated \$600 for the purchase, but he was able to obtain this laptop for \$225. Lu has researched QuickBooks software, and believes that their Non-Profit Version will work well for tracking our finances and reporting needs. (*Motion to purchase Non-Profit Version of QuickBooks for \$280 made by CindyN, 2nd CindyB, passed*). Ed and Lu will work together to install and set up QuickBooks on the new laptop.

CORRESPONDENCE

- We received an inquiry from an AmeriCorps volunteer about starting a dog owners group in Sandwich.
- We received a letter from the Eastham Chamber of Commerce asking for our support of their December 7th Eastham Holiday Festival. It was not clear what kind of support they were asking for (e.g., attendance, information booth, financial, etc.). Kathy will call the Chamber to clarify their request.

COMMITTEE REPORTS (*Motion to accept committee reports by Vicky, CindyB 2nd, passed*)

Lost Dog Network (LDN) – Larry asked for all Lost Dog Alert signs to be returned to him so that he can affix a plastic folder to each sign in order to post a picture of the dog involved in our active search. CindyB cautioned that we don’t want the picture to cover the pertinent information on the sign since the purpose of the sign is to capture attention of passersby. CindyB is going to look into flyer boxes like the ones used by realtors to see if we might want to use them to hold flyers about the lost dog. We’ll discuss this at a future meeting.



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- A question was raised about whose responsibility it is to make posters about the lost dog. We believe it should be the owner's responsibility, but most of the time, the owner doesn't have the computer or printer or knowledge about what they should post. They are often frazzled by the loss of their pet. As a matter of expediency, LDN folks often make those posters because we have templates that allow us to just change a picture and modify the text from prior posters.
- What was the resolution for the lost dog alert we got a few weeks ago where the owner never responded to any of our attempts to contact her? Larry got a call from the owner the following afternoon saying that the dog slept over at a neighbor's home and returned home the next morning. A question was asked about whether we have a list of responsibilities for the owner when we are involved in a lost dog search. The answer is yes, and it is posted on our website as well as our coaching the owner when we are in contact with them. Owners need to understand their responsibilities to us when they ask EDOA/LDN for assistance. Failure to respond to our contact attempts or to alert us if the pet comes home wastes time and effort for all involved.

Emergency Shelter – CindyN reported that the Regional Emergency Planning Committee met recently. CCDART has enough volunteers to staff three of six regional shelters in the event of an emergency. However, the specific shelters that CCDART would staff were not named.

Buddy Scholarship – CindyB reported that we received three donations since our last meeting. She will convene a committee meeting in the near future. (Note: Committee members are CindyB, Per, Ed, Karie Miller and Noelle Smith.). She also sent a notice to Marilyn Miller of the Cape Codder saying that if people are looking for a nice gift for the person who has everything, they might consider a donation in the person's name to the scholarship fund.

Membership – CindyN reported that we currently have 140 members. This number has remained steady over the last few years. Our 2014 membership drive will begin soon. In the past, we've purchased a list of dog owners in town and sent mailings to them, but there was poor response to this effort.

- CindyN reviewed how she processes new members. Once receipt of the membership application and fee is confirmed, she creates a membership card, and sends it with a Lost Dog magnet and a recent EDOA newsletter to the new member. She also sends an update to Nauset Pet Services and the Cape Cod Dog so that they can update their list of members who qualify for discounts at their businesses.
- Any new member since Windmill Weekend is considered a member through 2014.
- Ellen suggested that we need more exposure to let people know what we do and the benefits of membership. Right now, the Bow Wow Bash and our Annual Meeting are the two major events where members get together and learn. What about having a speaker or demonstration at a local restaurant with an outside area where owners and their pets can attend? How can we do more of these during the year?

Mutt Mitts – CindyN reported since June 1, we've used 8000 bags at Wiley Park alone, and another 4800 bags at First Encounter/Salt Pond/Hemenway/Dyer Prince combined. There have been complaints about poop volume at Wiley Park, including bagged poop that people leave along the paths. We also received a Facebook complaint about poop along Blue Heron Way. While we are involved in providing bags and educating dog owners, we cannot police all dog owners. There is a \$50 fine for first offense of not picking up after your dog, but only observation by the Eastham Police can result in the fine. Responsible dog owners can't do anything other than ask the offender to pick up, and many of us have encountered unpleasant reactions from offenders when we question them. Claire Bransfield has agreed to organize a poop pickup party at Wiley early in the New Year.

Education – Ellen was congratulated for the great speaker we had at the annual meeting. It's not too early to start thinking about 2014. Vicky volunteered to help Ellen with planning. Perhaps we can get a training or agility program at our 2014 Bow Wow Bash.



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OLD BUSINESS – REVIEW OF ANNUAL MEETING

What worked well?

- One speaker rather than two
- Two people on membership table to double check one another plus to handle volume
- Incredible food and beverage – not only in variety but in quantity. We even had people deliver trays of food when they could not stay for the meeting. Thanks to all who contributed!
- Opening the door at 6 p.m. and then starting the meeting at 6:30 p.m.
- Council of Aging building offers good space
- Offering a \$50 honorarium to the speaker

What changes might we consider for 2014?

- Have the speaker first, then the business meeting and elections
- Position a large table in front of the door so that people clearly see they have to sign in. This year, we had sign-in at one table, then directed people to the membership table, and then gave election ballots to those members who visited the membership table, etc. Some people just walked in and went to the food table or got a chair without signing in, etc. We need to figure out a clear and logical path.
- Shorten the program overall
- Shorten the committee reports. Maybe we can ask each committee chair to write up a blurb about their committee, and print that for distribution. We could introduce the committee chairs, and allow a few minutes for questions to them, or invite attendees to speak to them after the meeting. Or we could have the President briefly summarize each committee's activities.
- Create a volunteer sign-up sheet so that attendees who might want to help with a specific committee can let us know of their interest. The sheet should contain an estimate of commitment time (e.g., committee meets 4 times a year for an hour each, etc.)
- Elections – not everyone is good at public speaking, and some candidates were surprised at being asked to speak at the meeting. Perhaps candidates can write up a blurb about why they are interested in the position, and this can be distributed to members via email in advance of the meeting or given out at the meeting.
 - Should ballots be handed out only after everyone speaks (if we continue to have them speak)? One board member heard people around them talk about checking their ballot after each speaker they liked, meaning that if they liked and voted for the first four candidates, the last two candidates weren't even considered.
 - We had 6 candidates for 4 board positions. A few people were apparently confused by the section of the ballot that said "Select 4 of the following candidates." Perhaps we need to post a picture of the ballot and explain the intent before voting takes place.

NEW BUSINESS

- Tracey suggested that we might want to do a membership gathering sometime in January or February at a local restaurant. She's checked with the Fairway and the Local Break about costs, etc., thinking that it would be a cash bar with a small fee for appetizers. This would not be a moneymaker for EDOA but a fee to cover costs alone. Her initial thought was that invitees would be the member plus one guest. Various concerns were expressed.
 - With 140 members, this gathering could potentially be 280 people.
 - What educational component would be compatible with a restaurant setting?
 - Would members be willing to pay a fee to attend, and what kind of educational program would attract them?



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- Might we want to limit this to members who volunteered at our events this year, but again, what program would attract them to pay a fee to attend?
- Might we want to consider a potluck instead so that there would be no fee?
- Maybe this should just be a gathering for the board members – not a membership event, but a board member dinner. This was the final result of the discussion, and we'll talk again at the December meeting about whether board members just want to get together for a social gathering sometime early in the New Year. It would be a private social gathering at our own expense and not a business meeting.
- Ed passed out our current By-Laws for review. They are also available on our website. It makes sense to review these periodically, and board members should do so and come to the December meeting with any comments.
- Using the space at Willy's Gym is convenient but not really good space. It is an open area with no privacy. Vicky will look into whether we can use the small meeting room at Town Hall for 2014, and perhaps even for our December 19th meeting.
- CindyN updated the bulletin board at Wiley Park for Thanksgiving. CindyB will do a December/holiday update.
- Eastham's Turnip Festival is this Saturday, November 23rd in the cafeteria at Nauset Regional High School. CindyN is chairing our involvement, and has booth coverage throughout the afternoon. Our goal is to educate attendees about EDOA, plus we'll have goods to sell. Our booth is positioned next to the Companion Animal Program booth.
- Chamber of Commerce ad – CindyN presented four different designs. Costs are \$200 for two-color and \$240 for full-color. (*Motion to approve \$240 for full color ad by Vicky, CindyB 2nd, passed*). CindyN will decide which ad works best will present her decision at the next meeting.
(This section temporarily redacted)

A motion to adjourn was received from Vicky with CindyN 2nd. Motion passed. Meeting was adjourned at 8:12 p.m.

NEXT MEETING: Thursday, December 19th at 6 p.m. Location may change – carefully read the agenda document distributed in advance of the meeting to verify the location.

Respectfully submitted,
Kathy Herrick, Secretary