



**MEETING MINUTES**

<b>Time:</b>	7:15 PM – 8:15 PM	<b>Location:</b>	Seeger Park Recreation Center
<b>Minutes Submitted By:</b>	Dana Imperia	<b>Date:</b>	05/19/2011

**NEXT MEETING**

<b>Date:</b>	Thursday, June 16, 2011
<b>Time:</b>	7:15 PM – 8:15 PM
<b>Location:</b>	Seeger Park Recreation Center

	<b>BOARD</b>	<b>IN ATTENDANCE</b>	<b>DONORS IN ATTENDANCE</b>	
<b>President:</b>	Ashley Hellinger	✓	Jennifer Andress	
<b>Meeting Chair:</b>	Chris Agresta	✓	Marge Amrom	
<b>Treasurer:</b>	Yvonne Novak		Peter Hunt	
<b>Secretary:</b>	Dana Imperia		Joanne Oser	
<b>Membership / Website:</b>	Lindsay Imperia	✓	Maria Li	
			Louise Nelms	
<b>Park Operations:</b>	Warren Fisher	✓	Lori Atkin	
<b>Park Operations (Capital Improvement):</b>	Jim Oser	✓	Lisa Sockriten	
<b>Community Relations:</b>			Maureen Boothby	
<b>Fundraising:</b>	Chris Agresta,	✓	Danny Stein	
	Randi Rabinowitz	✓	Amalia Petherbridge	
<b>At-Large Member</b>	Aaron Weindling			

**TOPICS & DISCUSSION**

<b>TOPIC</b>	<b>Monthly Treasury Report</b>		
<b>TIME ALLOTMENT</b>	2 minutes		
<b>FACILITATOR</b>	Lindsay (on behalf of Yvonne)		
<b>KEY DISCUSSION POINTS</b>	<ol style="list-style-type: none"> <li>1. Completed via email by Yvonne.</li> <li>2. Distributed checking account statement and statement of balances in savings and checking accounts. Will we be doing an annual budget report – president will be helping put together a more concrete budget with input from the board.</li> </ol>		
<b>CONCLUSIONS</b>	1. Need to tighten up budget		
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Finalize budget	Ashley (Yvonne will assist)	June 2 (for input and	



	in compiling)	thoughts). Yvonne and Ashley will formalize by next meeting.
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<b>TOPIC</b>	<b>Website Update</b>		
<b>TIME ALLOTMENT</b>	5 minutes		
<b>PRESENTER</b>	Lindsay		
<b>KEY DISCUSSION POINTS</b>	<ol style="list-style-type: none"> <li>1. Secured contract with CharityAdvantage for \$14.95 per month for three year period. Total paid (\$538.20). Sent copy of the contract and bill to Ashley for review and approval. Will provide final copy to President and Treasurer for records after 30 day trial period.</li> <li>2. SPDOA domain names.</li> <li>3. Proposal with fundraising team to obtain website sponsors from local businesses.</li> <li>4. Need board member pictures, i.e. your dogs not you, for board of director page by end of May.</li> </ol>		
<b>CONCLUSIONS</b>	<ol style="list-style-type: none"> <li>1. Keep all domain names</li> <li>2. Louise will look over website flow</li> </ol>		
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Will have corporate sponsors proposal ready by next meeting	Lindsay, Dana, Randi & Chris	June 16	
Send pictures of dogs to Lindsay and Dana	Board	May 25	

<b>TOPIC</b>	<b>Bylaw Update</b>		
<b>TIME ALLOTMENT</b>	2 minutes		
<b>PRESENTER</b>	Lindsay/Lori Atkin		
<b>KEY DISCUSSION POINTS</b>	<ol style="list-style-type: none"> <li>1. ReedSmith (Lori Atkin) is reviewing SPDOA bylaws. Recommendations will be provided as soon as they are available.</li> </ol>		
<b>CONCLUSIONS</b>	<ol style="list-style-type: none"> <li>1. Bylaws don't mesh with meetings</li> </ol>		
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Dana and Lori will be meeting over the next week, we are not following them and need a lot of changes	Dana/Lori	June 16	
Spending proposal must be in bylaws	Ashley	May 27	

<b>TOPIC</b>	<b>Membership Update</b>		
<b>TIME ALLOTMENT</b>	5 minutes		
<b>PRESENTER</b>	Lindsay		
<b>KEY DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Distribute updated membership list.</li> <li>2. Update on membership package for September – working with</li> </ol>		



<b>POINTS</b>	fundraising team. 3. Ordered membership 2011/2012 tags – working with fundraising on the details.	
<b>CONCLUSIONS</b>	1. We will be using the website more and it will get people to know more Membership is word of mouth	
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
People will give feedback on membership form over next week – leave on bulletin board at dog park or send via email to Dana and Lindsay.	Lindsay/Dana	May 27

<b>TOPIC</b>	<b>Fundraising Update</b>	
<b>TIME ALLOTMENT</b>	5 minutes	
<b>PRESENTER</b>	Chris & Randi	
<b>KEY DISCUSSION POINTS</b>	1. Donations – recent donations 2. Working with Membership and local business owners for welcome kits. 3. Preliminary discussion for annual fundraiser event in September.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Chris, Ashley, Randi to meet to discuss fundraiser	Chris/Ashley/Randi	June 1 (Good Karma)
\$1800 available for benches; will have small plaques; should benches have a bar down the middle to prevent people from sleeping on them?	Chris/Ashley (provide spec that Seger Advisory Council is using)	May 27

<b>TOPIC</b>	<b>Mulch/Excavation</b>	
<b>TIME ALLOTMENT</b>	10 minutes	
<b>PRESENTER</b>	Jim	
<b>KEY DISCUSSION POINTS</b>	1. Jim presented three proposals. Questions as to why it needs to be done. We cannot continue to just pile mulch/wood chips on top of the existing. 2. Some hesitancy about Warren’s proposal based on ground being hard in winter, and can we get enough volunteers. Summer may be best time based on Jim’s discussions with landscaping companies. 3. Other than Warren’s proposal, the proposals do not seem to address cost of dumpsters. 4. Once we are ready, the board can interview the contractors. 5. Jim is reluctant to use mulch, he thinks we can use wood chips.	
<b>CONCLUSIONS</b>	1. Need more time; Make sure the park is in good condition in the interim.	
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Drain needs to be cleaned	Warren	Complete \$45
Order one truckload of chips	Marge	To be delivered weekend of June 4, 5 (Approx. \$500)
Need more proposals	Jim	June 16



<b>TOPIC</b>	<b>Expenditure Protocol</b>		
<b>TIME ALLOTMENT</b>	10 minutes		
<b>PRESENTER</b>	Ashley		
<b>KEY DISCUSSION POINTS</b>	1. Proposal for protocol for expenditures.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Will be voted and discussed via e-mail	Ashley	May 27	

<b>TOPIC</b>	<b>Small dog area discussion</b>		
<b>TIME ALLOTMENT</b>	15 minutes		
<b>FACILITATOR</b>	Chris		
<b>KEY DISCUSSION POINTS</b>	1. Opportunity for small dog owner group to share their thoughts with the board.		
<b>CONCLUSIONS</b>	1. Seems to be a large number of people in the neighborhood interested in small dog area (135 signatures on petition)- small dogs uneasy; even if larger dogs are not playing rough, small dogs can get stepped on and injured; May reduce the overall anxiety in the park 2. Want to see if it will benefit the dog park financially		
<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Temporary area- what do we use as a boundary? Need to ensure that it will not fall when dogs run into it	Warren	June 16	
Proposal to extend dog park on the east side between the dog park and tennis court	Chris and small dog contingent	Ongoing	
If we move forward with trying to extend park, should chart progress and display at the park, like other fundraisers			

**OFF-TOPIC ACTION ITEMS DISCUSSED**

<b>ACTION ITEM(S)</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
SPAC Flea Market- When is it? Need help in asking for items- Post on bulletin board, website, send email blast	Marge Amrom/Susan Scherer Lindsay/Dana/Ashley	Ashley emailed with date- June 11 (raindate June 12) May 27
How will people know to go to website? Signage, word of mouth	Ashley (signage)	Once new website is up and running
Lighting- will discuss with Brian; can we hire our own person to look at the lights	Ashley	June 16



**PARKING LOT (CARRY-OVER ITEMS FOR FUTURE MEETING)**
