



**Laura & Peter Mossakowski  
Family Dog Park**



**MINUTES  
March 14, 2014**

**12:30 pm @ 3100 Eaton Village Public Safety Building**

1. Welcome & Introductions: Committee members in attendance were **Laura Mossakowski, Angela Gorall, Debra Lom, Matt Hahn, Paul Theys, Sandy Kemper, Steve Soukup, Alex Hanna, Shawn Schneider, Kay Vanlanen, Brendan Sieger, Jennie Wertel and Lisa Manthei.**
2. Approval of Minutes: Motion by Soukup/Theys to approve the February 2014 minutes as presented. Motion carried unanimously.
3. 501(c)(3) Designation – Continued Review, Discussion & Implementation:
  - a. Revision/Approval of Bylaws, Kemper provided the following feedback regarding the Bylaws: add Village of Bellevue to the location, keep City of Green Bay listed. Mentioned to take out notification via telegram and change to email notification. Kemper liked the idea of having an assistant secretary and assistance treasurer as back-ups.
  - b. Select a bank for 501(c)3 funds, Denmark state bank still planning to donate. Would like to go with a bank that has donated to the dog park. Group plans to bank with Denmark State Bank. Mossakowski will work with Village staff to transfer funds to the Denmark account. Village staff will continue to collect from donation boxes and give donations received to treasurer Theys. Theys and Mossakowski will have signing rights on the checking account. Mossakowski will check with the bank to see if they will accept the checks, checks currently being sent to the Village Offices located at 2828 Allouez Avenue.
  - c. Form(s) 1023 and 990. Once the 1023 is submitted the group can call themselves a 501 (c ) After the 1023 form is submitted it could take 3 or more months to hear back from the IRS regarding the status.
4. K-9 Carnival Planning (Saturday, May 10):

Oak View has five helpers. Green Bay animal referral group interested in having a booth and making a monetary donation. Contact animal communication class presenter regarding attending event. Globe has had students receive some donations, will bring list to next meeting. Denmark state bank will have dog waste bags. Work on planning for basket raffles.

Matt will work on mapping the booths. Ask for a donation to have a booth. Look for overview of list of who participated last year. Hahn has not hear back about the lure course, will try to contact DePere again.

5. Movie In the Park (Friday, August 1) Event will start at dusk. Dog are invited. Oak view will set up check in entrance. Vanlanen and Soukup can help with concessions. Popcorn, candy, soda and water. Could sell hot dogs. Oak View will provide the doggy treats. If Mossakowski is in town she'll be there. Globe will help advertise.
6. Capital Fundraising Campaigns
  - a. Fund Balance – Recent Donations Update: Lom provided an update on the fundraising account noting that the total is now at \$30,150.56. Did not get donations from Lizer and Broadway yet.
  - b. Major Campaign Updates: No updates. Waiting to until 501 ( c ) 3 status is official.
  - c. Community Campaign Updates:
    - i. Collection Box Inventory Update: Lom noted that nothing was collected from the boxes.
    - ii. Paw Print Sales: Will bring donations to next meeting
    - iii. Basket Raffles/Other: February raffle - Will bring donations to next meeting
  - d. Grants/Foundation Updates: No new updates.
  - e. Potential Fundraising Opportunities: Bought up the idea of selling bricks for the dog park will talk to Brad at Lizer regarding bricks.

Donor signage acknowledgement was discussed. Jennie mentioned Globe Student has an engraver to make sign at cost. Jennie will ask student about sign ideas for the park.

7. Other Matters: Mossakowski asked Hahn to drop off new dog park brochures to Golusk.

Digital designs declined to make web site for the dog park.

Paul presented web site host options, will go with InMotion posting. None of the web site hosts provide credit card processing. Would have to use a third party for processing, 2.2% charge to use pay pal. Paul will develop the website. Was able to get domain Bellevue Dog Park. Village will work to get logo information to Theys. Motion to by Theys/Hahn to use InMotion hosting. Motion carried unanimously.

Globe submitted application to have a Dog Walk Event on May 30, 2014. Village is reviewing. Event approximately from 4-7:30p.m. Raffle donations Globe is receiving will go to K9 and some will be used at the walk. Food will be provided at the event, donations will be requested. The event will include dog bathes and nail trims.

8. Next Meeting: The next meeting of the Dog Park Committee was set for Friday, April, 11 at 12:30 p.m. at Public Safety Building.  
Soupup/Theys motioned to adjourn at 1:35 p.m.