

**Laura and Peter Mossakowski Family Dog Park, LTD Committee Meeting**

Date & Location: May 10, 2017 9:15am-11:15am; at Laura Mossakowski LLC (2555 Continental Dr.; Green Bay, 54311)

Meeting Began: 9:20am

In attendance: Amy Lauder, Paul Theys, Laura Mossakowski, Steve Soukup, Peggy Grimmer, Sandy Kemper, Alex Waszak, Jennie Wertel

**Secretary Report:**

Approval of April 26th, 2017 minutes – Paul, Laura

**Treasurers Report:**

Current Balance: $12,759.54

Outstanding Bills: Accountant bill for I90, shade structure, Liser

Incoming Donations: K9 Karnival, MWI veterinary supply, $1000 from Margarita’s

**Community Fundraising:**

K9 Karnival and Grand Opening are the major projects at this time

Grant Writing – need volunteers to help (UWGB, NWTC, or other college to help with grant writing as a part of a college course/project/internship) – updates? – still looking to see if there are options for outside help

Green Bay Bullfrog Baseball Fundraiser night – two options of “packages” that are available for fundraising – Peggy taking lead to get dates arranged so nights can be advertised at the upcoming events (July 28th is the dog park night 7:05pm; $6 of every ticket goes to dog park and other items given out for an $18 ticket; tickets need to be sold by July 24th; Cash, check, and credit card

**Old Business:**

K9 Karnival Planning: (May 13th from 10am-2pm)

UPDATES:
Basket Raffle Update: Peggy trying to finalize any remaining items for the day

Sandy has mapped out the day and has been in touch with the volunteers and booth rentals

Paul to get to the bank for change

Cash boxes and donation boxes

Previous Details:

Raffle items / list of donors – Packer item, continue to go through list for donations and raffle items, bring all raffle items to Laura’s office for assembly

* + Info/Volunteer Table added to Karnival Layout - include "titles/roles" that are needed (Grant writers, etc.)
	+ MC – Alexi (back up of Stephanie)
	+ Music on device - Stephanie
	+ Booth coordination – Sandy
	+ Station for credit card for Paul to be at (large sign needed)
	+ Phone list updated for communication at event
	+ Raffle workers - Paul, Laura, and Peggy
	+ Paw Printing Stand – Sandy
	+ Bobbing for Balls Pool –
	+ Pictures – business to help out
	+ Craft Table – Village or Friends of Bellevue help
	+ Info & Volunteer Table – Laura, Jennie
	+ Ticket Sales – Miranda and Nicole
	+ Posters/Fliers – Stephanie
	+ Bounce House – Adam to reach out to Salvation Army (looking for help to staff it from S.A.)
	+ Lure Course – Mark to run it with 2-3 more to help (Angela and Mike Stumpf)
	+ Food Booth – Steve and family and Sharon
		- Steve to see if food donations are an option from businesses
		- Happy Joes has been contacted and others for donations

Morning meeting at the day of the Karnival to meet all volunteers, get name tags, and see/hear job duties – Set-up starting at 8:30, brief meeting for volunteers at 9:30 under pavilion

Vendor Booths – Vendors should not be selling food/beverages, but other fundraising is OK

Mary Kay Rep willing to donate 25% of the sales if she has a booth

Forever Friends will be doing collapsible bowls

Booth rental fee of $25, table rental fee of $10, NPO’s leave $25 deposit and can get it back upon check-in

$5 donation per dog attending and 5 event tickets per family

State Bank allowing us to borrow a currency counter for the day – counting to be done at the end of the event

Annual Passes – Village is not wanting sales to take place until the Grand Opening

Grand Opening Planning: (Tentative date June 24th; looking at a 10am start time frame)

 UPDATES:

Nicole to help head up the event

 Thoughts on activities

* Honor Donors
* Ribbon Cutting Ceremony
* Prizes
* Let dogs play (get donated Frisbees and balls??)

Home Depot Employee Work Day Update – DATE/TIME TBD

Looking to do some plantings around right of way and around signs, maybe benches or tables, some seeding outside the fence, lunch to be provided by dog park

Additional Work Day needed shortly after K9 Karnival (tentative date: May 27th with a backup of June 3rd @ 8am) – install more trees (spruce trees and 18 from village), install message board sign, post signs, prepare park for Grand Opening, general clean up, cement slabs for benches, wrap up waste stations, lunch to be provided by donor??

**Next Meeting Dates:**

Next committee meetings: May 24th 9:15am @ LMLLC; June 7th 9:15am @ LMLLC; June 21st 9:15am @ LMLLC; July 5th 9:15am @ LMLLC

**Construction Updates:**

Still looking for nature to tell us when the grass can be mowed to allow further planning for opening dates

Needing to fertilize entire park ASAP (maybe even twice before June 24th)

**New Business:**

Ellie Frey “Seed Money” donation: K9 Karnival, grand opening, and work day supplies to grow it to more

Mission Statement Approval – Paul, Jennie

Kids and Dogs Safety First Program launched at K9 Karnival

Dog park submitted for community award by Stephanie

Meeting Adjourned: 10:45am

Tabled for Future Meeting:

Mary Kay rep fundraising – a code that people use when ordering? Put in goodie-bags.