

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

Date & Location: June 7, 2017 9:15am; at Laura Mossakowski LLC (2555 Continental Dr.; Green Bay, 54311)

Meeting Began: 9:20am

In attendance: Laura Mossakowski, Peggy Grimmer, Paul Theys, Sandy Kemper, Donn Foote, Stephanie Schlag, Jennie Wertel

**Secretary Report:**

Approval of May 24th minutes: Sandy, Paul

**Treasurers Report:**

Current Balance: $15,464

Outstanding Bills: Lizer Landscaping ($8500), shade structure

Incoming Donations: $170 on “Seed Money” card

**Community Fundraising:**

Grand Opening is the major project 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 – (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:**

Grand Opening Planning: (Date Planned: June 24th; looking at a 10am start time)

 UPDATES:

Nicole to head up the event

 Thoughts on activities

* Honor Donors and special guests
	+ Just before ribbon cutting ceremony
* Ribbon Cutting Ceremony @10am
	+ Scissors – ask village to borrow from the Bellevue Business Professionals
* Prizes
	+ Sandy collected items to get them to Nicole
* Let dogs play (get donated Frisbees and balls??)
	+ Festival donated Frisbees and have balls for dogs

Annual Pass sales booth – forms from Village, Village to have them ready to fill out and printed

 Village to bring stickers they have to be able to hand them out

 Money Bags/boxes needed at booth

 Change needed to start day

Look to get some more goodies for the bags for the “VIP” donors (>$100?) – (treats, tick pullers, samples, etc.)

Check-in booth for VIP donors

 Invites sent for VIP donors

Information and Volunteer booth (have Bullfrog game info too)

 Forever Friends to bring more collapsible bowls

Village to provide speakers and microphone equipment

Provide water at the event for dogs – donated? (Konopp, Culligan, etc. – dogs are priority but if bottles for humans available that would be helpful too)

 Bring coolers with ice to be able to sell water as fundraiser

Home Depot Employee Work Day Update – DATE/TIME TBD

Looking to do some plantings around right of way and around signs, pathways are priority items for now, lunch to be provided by dog park

**Next Meeting Dates:**

Next committee meetings: 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 – 1 mowing done and another scheduled to be done this week

Needing to fertilize entire park ASAP (ideally even twice before June 24th) – first round completed May 15, second to be done around June 12 (around 4:00pm)

**New Business:**

Final work time to wrap up items needed? (Signage, kiosk, etc.) – Village is finishing the signs and kiosk, benches to be installed by company, shade structure to be done by company, picnic tables to be done week before (date/time TBD), fix ruts made by concrete truck

Items in Kiosk – fundraising efforts, donors, etc. for now

Volunteer E-mails – follow-up needed for filling roles, social media push and PR coverage for volunteers, **Volunteer Coordinator role needs to be filled to help with the continued management of volunteers**

Plaque updates (memorials) – quoted $20 for one for the hydrant and one for the bench

Meeting Adjourned: 10:30am