

Royal Oak Animal Shelter Committee

Royal Oak Police Department Conference Room

Minutes

January 17, 2019 at 7 PM

The meeting was called to order at 7:07pm by Committee Vice Chair E. Rivard-Weston.

Roll Call:

Vice-Chair: Elizabeth Rivard-Weston

Elizabeth Crampton

Emmy Wickey

Trevis Moore

Dawn Ripinski

Commissioner Randy LeVasseur

Members Absent:

Chair: Ilene Krupa

Guest Attendance:

Jodie Ellison, Manager of Royal Oak Animal Shelter

Public Comment:

Royal Oak resident Victoria Strunck suggested the shelter post weekly pictures of the animals in the shelter. She also suggested that a calendar for 2020 be created to fundraise. It would feature adoptable pets with members of the Royal Oak Fire Department.

Royal Oak resident Mike Strunck complemented the shelter improvements that were going on. Mr. Strunck mentioned his concern about the dryer vent that is in the shelter. He is also concerned about and wanted to make sure the Committee was aware of the non-working security cameras that are inside and outside of the Shelter.

Election of Officers: Motion to postpone election until February when all members are present made by E. Wickey second by T. Moore

Approval of the Minutes: Motion made to postpone approval of November 15, 2018 until February meeting by E. Crampton and Second by E. Wickey.

Unfinished Business:

- Shelter Financial Report: Report delayed until February meeting.
- Shelter Report: J. Ellison, Filed
 - Getting quotes for front door and 2 interior doors in shelter.

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- Security cameras are not working in and outside of shelter. Discuss possibility of panic button for staff. J. Ellison will email ROPD to make sure they are aware about cameras needing repairs.
- Phone lines and internet need to be fixed ASAP. J. Ellison will reach out to City Manager.
- Discuss Feral Cat training for Volunteers at the shelter. Discuss having a trap and release trainer come to future meeting.
- Possible solution to dryer vent issue, is getting a ventless dryer. Discuss setting up fundraiser to purchase dryer.
- Fundraising Report:
 - Donation Boxes: Report delayed until February meeting
 - Troy Gymnastics fundraiser: \$800.00
- Events:
 - 2019 Volunteer recognition event: E. Crampton & E. Wickey looking into May and reserving space at the Royal Oak Senior Center.
 - 2019 Event planning:
 - Golf Outing: D. Ripinski, July 19, 2019 at the Royal Oak Golf Course.
 - Vets for Pets: No updates
 - 5K: E. Rivard-Weston and E. Crampton
 - Discussed possible doing 5k during Rom Home or at Barktober Fest.
 - Arts, Eats, and Beats Parking: E. Wickey
 - Looking for parking lot to utilize.
 - Bar Crawl: E. Crampton
 - Contact 5th Ave.
- Fundraising:
 - Sponsor a Cage:
 - 2 cages currently being sponsored.
 - Need more exposers on Shelter Website and Facebook
 - E. Rivard-Weston will contact Judy Davids, RO Community Engagement Specialist, to have it posted to the ROAS website
 - T-Shirt:
 - Custom Ink will print, able to sell for \$20 a shirt.
 - Working on design, committee will look at mock ups.
 - Discuss having different colors for staff and volunteers
- Database: T. Moore, No new updates
- Signage Updates:

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- J. Ellison will speak with DDA to do a mock up and get to sign shop.
- Square/Pay pal: R. LaVasseur will check with accounting.

New Business:

- Strategic Plan Review: Tabled until February meeting.
- Discussed notifications of donations made to the Shelter at City Hall/ROPD.
- Motion to have February meeting location changed to Royal Oak Animal Shelter by E. Wickey second by E. Crampton. E. Rivard-Weston will notify City Clerk.
- Discuss doing Shelter Open House in March. D. Ripinski will organize. Discuss inviting City Representatives.
- Discuss further idea of Calendar for fundraising. Can possibly utilize print shop at city hall. Will need to find photographer to donate services. Also, will need to have volunteer to take lead on project.
- Agenda and minutes have not been uploaded to the city website. E. Rivard-Weston will check with city to see what the issue is.
- Discuss being part of Memorial Day parade this year.

Next Meeting: February 21, 2018 at 7pm at the Royal Oak Animal Shelter.

Motion to adjourn at 8:34pm was made by E. Wickey and seconded by D. Ripinski