

CARMICHAEL CANINE CORRAL ASSOCIATION (CCCA)
BOARD MEETING
February 5, 2013

Location: Mock's Home

TIME: 6:30 p.m. to 8:30 p.m.

Attendees:

Tom Mock, President

Joan Lutz, Secretary

Amanda Steedley, Treasurer

Susan Carroll, Director of Membership

Brenda Mock, Director of Revenue Development

Kim Kimberly (Absent), Debbie Richey (Absent), & Dawn Lehman, Directors of Facilities & Volunteers

The meeting was called to order by Tom at 6:35 p.m.

Old Business:

1. Review and approve the Minutes of the January 11, 2013 Board Meeting.

MOTION: Motion was made to approve the minutes. Motion was seconded and all were in favor.

2. Reports: *Treasurer's Report:* Amanda was present but had turned over all her paperwork to Tom because she was moving and didn't want to lose anything. Brenda took a look at the books and presented the following report:

Deposited checks in the amount of \$2,487 and the balance in the checking account as of 9/1/2012 was \$3,057.22.

Amount collected from the Iron Ranger was \$185. Brenda said she talked to Ingrid, the Foundation Treasurer, and obtained copies of our funds worksheet for 2011 and 2012. 2011 = \$8,778.36 and 2012 = \$9,061.25 for a total for both years of \$17,829.61. She will contact Ingrid again to obtain the worksheets for 2009 and 2010.

Brenda asked the Board if we knew about the 5% handling charges by the Foundation, per Ingrid. None of the Board Members or the Past President said that they had heard anything about the 5% withhold. Tom said he would look into it. Tom also stated that in the letter of Agreement there was nothing stated about the 5% either. He is going to protest that withhold. The total currently in the Dog Park Foundation Fund is \$38,847.63.

Fund Raising Reports: Brenda stated that we have 2 boxes each of Cook Books and Calendars. We are concentrating on selling the Calendars at this time because they are date specific. It was decided and approved by the Board at the last meeting that the Calendars price would drop from \$15 to \$10 in February and starting in March any new members would receive a free calendar.

Brenda stated that Dogtoberfest will be on October 20th and will reserve the space across from the Club House where we were for Founders Day to hold Dogtoberfest. Brenda stated that all the Vendors we had at the last one want to come back. Joan also has a lot more Vendors we can contact to attend. We talked about charging each Vendor \$25 to attend. While she is at the District Office making the reservation she will also make the reservation for the March Membership/Election Meeting to be held in the Club House.

It was mentioned at the last Board Meeting that we should get away from making another Calendar because everyone uses their cell phones or some other form of electronics. It was discussed that we get a photographer to come to the Dog Park several times during the month and take random shots of dogs and also make appointments for people to have "formal" pictures taken that we can put up on our Web Site and people can purchase the pictures from us and we can split the funds with the photographer if they don't want to donate their time. Joan stated that she would ask her Daughter-in-law if she could do it because she is a professional photographer that does a lot of weddings. **Note:** Joan asked her Daughter-in-law and she is already booked for that date so she can't do it.

MOTION: Motion was made to approve that Brenda will develop the concept. Motion was seconded and all were in favor.

Brenda will also make a display in the shape of a bone to show the level of our fund raising efforts to put up at the Dog Park. She also stated that Tiffany will make one to put on our web site.

Membership Report: Susan came late and didn't have a membership report to give.

Facilities Report: Dawn reported that one of the buckets was stolen but nothing else. They have purchased new rakes and pooper scoopers because they were running out of them. Everything else is good.

Communications: Tom stated that there were a couple of members who will help develop Aps for the web site where certain Board Members can have access to put notices or updates on the web site. The only Board Members that will be allowed access are: President, Vice President, Treasurer, Membership and Fund Raising. It was also suggested that CCCA purchase an off-the-shelf easy software program to operate/manage our books and funds to help the Treasurer.

MOTION: Motion was made to approve the purchase of an off-the-shelf, user friendly, book keeping software program. Motion was seconded and all were in favor.

- Renovation Update:* Tom reported that the engineering firm is donating their services for the plans, but the fee they normally charge (\$7,000) will be counted as funds we have contributed to the renovation, per Keith from the District Office. Tom said that the solicitation for bids, hopefully, went out and should be back in a month or two. Then it will go to the County for approval and then there will be contract negotiations. We are looking at the first phase to start in August or September. Once the park is leveled and the drainage and sprinkler systems

are installed the park will be sectioned off in different areas at different times to allow the seeded grass to grow.

New Business:

Elections are next month and so far the people running for office are: Sus Brown for President; Joan Lutz for Secretary; Adelynn Case for Treasurer; Brenda Mock for Director of Fundraising. We need people to run for Vice President, Director of Facilities, and Director of Communications. It was discussed to have a Committee for Membership and the person running for the chairperson position is Debbie Richey with Susan Carroll as a person on the committee. We need 1-2 more for the Membership committee.

It was discussed to have business cards made for all of the Board Members to hand out to let people in the dog park know that the election is coming up and advertise the new web site. Amanda said that we can get business cards for around \$40 from Vista Print. Joan will check to see how fast we can get the cards from Vista Print. In the meantime, Sus will develop what will be printed on the cards and give it to Amanda to get the cards printed.

MOTION: Motion was made to allow Amanda to find a local print shop that will get the cards done in a short period of time and cost \$40 or less. . Motion was seconded and all were in favor.

MOTION: Motion was made to adjourn the meeting. Motion was seconded and all were in favor.

Meeting was adjourned at 8:15 p.m.

Respectfully submitted by:

Joan S. Lutz

Joan Lutz, Secretary

February 6, 2012

Date

Approved:

Tom Mock

Tom Mock, President

February 6, 2012

Date