



**Laura & Peter Mossakowski
Family Dog Park**



MINUTES

January 3, 2014

12:30 pm @ Oakview Veterinary Hospital

1. Welcome & Introductions: Committee members in attendance were Laura Mossakowski, Angela Gorall, Debra Lom, Matt Hahn, Paul Theys, Shawn Schneider, Sandy Kemper, Steve Soukup, Laura Marie, McKenna Wagner and Mark Taggart.
 - a. Bellevue Director of Parks & Leisure Services, Debra Lom: The new Director was introduced to the Committee.
2. Approval of Minutes: Motion by Kemper/Hahn to approve the December 2013 minutes as presented. Motion carried unanimously.
3. 501(c)(3) Designation – Continued Review, Discussion & Implementation: Mossakowski updated the group on actions taken from the last meeting and steps needed to proceed. Mossakowski provided a cost estimate of \$700 for legal services. Gorall indicated that use of the Village Attorney was estimated at \$800. A tax ID for the new entity has been secured. Motion by Soukup/Theys to approve attorney Evan Lin to assist with necessary filing for creation of the 501(c)(3). The attorney will also assist with annual tax filing, submittal of form 1023 and finalization of bylaws.
 - a. Articles of Incorporation: The Committee discussed necessary articles, no specific action was taken.
 - b. Selection of Board Member Roles: The Committee agreed that the organization shall include a President, Vice-President, Secretary and Treasurer. Appointments to those positions were tentatively set as follows:
 - President: Laura Mossakowski
 - Vice President: Sandy Kemper
 - Secretary: Shawn Schneider
 - Treasurer: Paul TheysIt was agreed that Village of Bellevue employees or elected officials should not serve on the Board at this time.
 - c. Formation of Bylaws: Mossakowski will provide sample bylaws for the group to review at the next meeting. The group also discussed which bank will be used. It was agreed to work with Denmark State Bank and that no funds will be officially transferred until the non-profit designation is finalized.

4. K-9 Carnival Planning (Saturday, May 10): The date for the carnival has been set and initial discussions on key parts of the event were discussed. Hahn will verify that the park is reserved for carnival. Both Oakview and Globe University are committed to participating similarly to last year. Various ideas, old and new, were reviewing including use of the lure course, bounce house, pet walk, pet parade, Sheriff K-9 and fire department involvement. The group also discussed the use of tickets at the event and how best to simplify the donation process. A more detailed review and assignment of tasks will begin at the next meeting.
5. Capital Fundraising Campaigns
 - a. Fund Balance – Recent Donations Update: Gorall provided an update on the fundraising account noting that the total is now at \$29,563.
 - b. Major Campaign Updates: No major campaign updates were provided. Mossakowski noted that Denmark State Bank has indicated they plan to make a contribution.
 - c. Community Campaign Updates
 - i. Collection Box Inventory Update: Gorall noted that all available boxes have been placed at a location. One box may be relocated to the De Pere Sportsmen Club.
 - ii. Paw Print Sales: Kemper updated the group on paw print sales also noting that Goldrusk is selling paw prints.
 - iii. Basket Raffles/Other: Kemper updated the group on basket raffles and other small fundraising efforts. They provided the group a handmade wood bowl for fundraising at Oakview.
 - d. Grants/Foundation Updates: No new updates were provided. No information has been provided regarding the submitted Petco application.
6. Other Matters: None
7. Next Meeting: The next meeting of the Dog Park Committee was set for Friday, February 14, at 12:30 p.m. at Oakview Veterinary Hospital.