

Animal Welfare Society, Inc.  
Member Meeting Minutes  
**January 16, 2012**  
Richmond Center  
40 Main Street  
New Milford, CT 06776

Animal Welfare Society, Inc. monthly Membership meeting was held on Monday, January 16, 2012, at The Richmond Center in New Milford, CT. In attendance were Tracy Miltner (President), Wendy Del Monte (Vice President), Michelle Scott (Treasurer), Renee Gardner (Shelter Manager), Susan Kelley (Director of Public Relations), Ed Miltner, Lori Sartwell, Jocelyn Basto, Kris Cassar, Ernie Simo, Karen Marrotte.

**I. Meeting was called to order at 7:31 pm.**

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**II. Secretary's Report**

November 2011 minutes submitted by Vice President, Wendy Del Monte. The minutes passed unanimously.

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**III. Treasurer's Report**

November 2011 is not good due to 3 pay periods. December 2011/YTD 2011 has been tabled while we wait for the Accountant's final entries. Ernie asked for clarification on the new format and we will have that once we have final report from Accountant.

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**IV. President's Report**

a. Annual Letter - went out the beginning of December 2011 and has brought in \$12,500 to date. Tracy is contemplating doing a Spring Letter.

b. Washington/Roxbury Letter - went out the beginning of November 2011 and has brought in \$4900 to date.

c. Trust Board - Caren Nelson resigned her post on the Board of Trustees. Our investment account has been successfully transferred from Edward Jones to Union Savings Bank.

d. By Laws - Trust Board has secured a lawyer in Sandy Hook, CT, that has agreed to create By Laws for our Trust Board, as well as revise the Society By Laws, for \$600. Tracy will be meeting with the attorney after receiving all the input from the By Law committee to start the process.

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**V. Vice President Report**

Wendy is working on creating a synopsis for the incoming Fundraising Chair person to be able to take over, as well as the creation/revision of the Fundraising Form. Wendy will work with incoming Fundraising Director to bring them current on current projects.

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**VI. Director Reports**

**a. Director of PR/Marketing**

i. Letter to the Editor sent to newspapers thanking everyone for their support through the year - not published yet.

ii. Will run Brookfield Magazine advertisement again in February 2012

iii. E-newsletter - will check with Healthy Paws to see how/if we can continue these projects on our own.

iv. NMHS Cut Paste Copy - spoke to them about creating publicity posters for AWS. They quoted B&W posters for no charge and \$20 for color 11x17 posters. Board agreed to order 50 color posters.

v. Valentine's Day Cat Open House - scheduled for February 12 from 12-1 at the shelter. Plea for bakers for the bake sale will be posted. Karen Marrotte offered to make a permanent wooden sign for this fundraiser.

vi. The News-Times has advertised a guest columnist in their Sunday paper. Sue will look into being part of this.

#### **b. Director Fundraising**

Already covered under Vice President report since she was handling these responsibilities in the absence of a Director.

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### **VII. Shelter Manager Report**

#### **a. Shelter Count:**

i. Cats - 61 in house/12 taken in/15 placed/11 in foster care

ii. Dogs - 16 in house/7 taken in/8 placed/3 in foster care

iii. Rabbits - 1 in house - he was adopted and returned the next day

#### **b. Cat Waiting List**

Have taken in 6 from the list with approximately 20 more to go - still 9 with Washington ACO from trailer abandoned in Washington. Those will be filtered in as space permits.

#### **c. A dishwasher was donated by Kevin Bagley**

#### **d. TNR**

Currently working on a colony in Aspetuck Village. Greentree Toyota is an ongoing project.

#### **e. Shelter Repairs**

Rear kennel doors and isolation door need re-winterizing and adjustment, last kennel on front of shelter to be re-installed by repairing concrete, front windows in foyer need to be repaired/replaced, outside cat screen room access from window in foyer. Tom Wenzel is preparing estimate for these jobs. We also asked about replacing the grooming room window with one that was removed from Cat Room 2 to install the door for the cat enclosure. The grooming room window is intact and we will keep replacement window safe for future replacement when necessary. A future issue is going to be the front of the building where sign is. The facade is rotted due to roof leaks and not sure how to repair. Sign will need to be removed in order to determine damages. Logo/sign replaced with our new logo but not sure what is going to be necessary to get it rehung.

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### **VIII. Committees**

#### **a. Education - Kris Cassar, Chair**

i. 12/16/11 - Asked to attend a reception at St. Joseph's school in Brookfield, CT, to accept donations the students had collected - mostly food and supplies.

ii. 1/5/12 - NMHS Pet Club requested a talk for 25 kids. Went very well and brought Chole, a shelter dog.

iii. Red Rover Humane Education Reading Program - Kris is becoming certified through an online program that will bring reading to schools in the area. Once she's certified, she will contact administrators in the area schools to educate them on the project and see if they are interested in her coming in.

iv. Kris spoke to Peggy Richards regarding past programs she had in place.

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#### **b. Volunteers - Open Chair - Renee reporting**

i. 2 orientations scheduled for 1/24/12 and 1/29/12 - approximately 30 people planned to attend.

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**c. By Laws - Open Chair - Tracy reporting**

- i. Kareem resigned as Chair person due to work committments
- ii. Tracy is working with committee to finalize changes with attorney

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**d. Membership - Open Chair - no report**

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**VIX. New Business**

- a. Karen Marrotte - researched a donation through the Ryan Newman Foundation. She will work on the specifics. Possibly request donation for TNR program - Renee to provide statistics. Karen will advise what is necessary to complete the application.

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**X. Adjournment - 8:01pm.**

Respectfully Submitted,

Tracy Miltner  
President