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## TOWN OF BRANFORD

### DAN COSGROVE ANIMAL COMMISSION MINUTES

**JUNE 18, 2019**

**Present:** Commission members Marilyn Valette, Gretchen Dale, Eunice LaSala, Laurie Van Wilgen

**Absent:** Stephanie Malkin, Melodie O'Connor

**Guest:** Laura Burban, Don Conklin RTM, Jennifer Aniskovich, Joe Sepot, Wendy Joyce

The meeting was called to order at 6:01 PM

#### **SHELTER REFURBISHING UPDATE:**

Joe Sepot reviewed the newest set of plans for the revised shelter project. Highlights include

-Redirecting of the road into the shelter to allow more property and allow some extra space for the shelter.

- Laura had many people come and give input and the biggest negative was the mix of public and private area. Joe has redone the plans to make these areas separate so you don't have to go thru one to get to another.

-Inclusion of a separate barn outbuilding for wild animals

-inclusion of two animal visiting rooms

Addition of a medical examining room

-Additional Storage in the back yard

The benefits of this larger facility will be housing of livestock, better facility for cat, better health for all the animals, better space for public to come and visit with animals, more space for small critters ( animals).

Joe Sepot anticipates that the shelter will go from 3000 sq feet to 5000 sq feet with the new space. He believes we will have to move out of the shelter for approx. one year to do all this work. Since this is more than just a small renovation it will also require staff to be housed

elsewhere during this period and Laura will need to work with other shelters to help with animal intakes.

NEXT STEP: Joe will build the narrative for the mechanical and structural work and then he will begin preliminary building costs to get a general idea of what this more aggressive plan will cost so that the Capital Campaign can go forward.

**CAPITAL CAMPAIGN UPDATE-** Jennifer brought up the question of when it would be best to actually tell donors we would break ground. November 2019 or March 2020. It was felt that November 2019 would be unrealistic with all the plans needed and permits required and that March 2020 would be better so donors are not disappointed.. Spring is also a much better time for fundraising. August and January –March are the toughest fundraising months. There was discussion about the 100,000 grant we have pending which was given based on December 2019 ground breaking. Laura and Jennifer are keeping on this in the hopes they will extend the deadline. Lead donor solicitations are now going on. We need to have 50-70% of our goal before going public.

**MINUTES:** Eunice LaSala made a motion to accept the minutes of the last meeting. Laurie VanWilgen seconded the motion. The Minutes were unanimously approved.

**MONTHLY REPORTS:** Marilyn Valette made a motion to approve the monthly reports. Laurie Van Wilgen seconded the motion. The monthly reports were unanimously approved.

**WOOFSTOCK UPDATE:** Laura Burban gave an update on where we are on Woofstock. All sponsorships are sold out. Still working on t-shirt sponsors. Still need one more food truck

**DONOR SOFTWARE:** Laura updated everyone on the software meeting with the town. It is imperative this software is in place before we build the capital campaign. She is looking at "SHELTER LOVE" software which will do both shelter work and keep track of our donors.

**EVENTS:** The Soiree was cancelled due to a conflict and will be rescheduled for a later date to be determined.

Laura Van Wilken made a motion to adjourn the meeting. Eunice Lasala seconded the motion.  
The meeting was adjourned at 7:40 PM

Respectfully Submitted

Gretchen Dale

Secretary

DCAS Commission