

**TOWN OF BRANFORD**

**RECEIVED**

**DAN COSGROVE ANIMAL COMMISSION MINUTES** 2018 SEP 24 A 9:01

**SEPTEMBER 18, 2018**

TOWN CLERK'S OFFICE  
BRANFORD, CONNECTICUT

**Present:** Commission members Marilyn Valette, Gretchen Dale, Melodie O'Connor, Eunice Lasala, Mary Mellows, Stephanie Malkin, Laurie VanWilgen

**Guest:** Laura Burban, Jamie Cosgrove, Jennifer Aniskovich, Tom Cherry

The Meeting was called to order at 6:02 PM.

**SHELTER REFURBISHMENT/CAPITAL CAMPAIGN**

Jamie Cosgrove introduced the Commission to Jennifer Aniskovich who is a non-profit advisor and someone he suggested to the Commission as a Capital Campaign Advisor and he talked about Jennifer's background as a non-profit advisor and her involvement in the Branford Community.

Jennifer then spoke to the Commission about her background and then provided a PP of what a Capital Campaign and the Campaign timeline including: Pre-Campaign-6-8 months, the quiet phase 6-8 months, the Public Phase 3-6 months and the Wrap up 3-6 months. She further explained the Campaign Mechanics including things like the ratio of identifying potential donors for on gift which is 4:1 Largest gift should be 20% of the total, next largest 3 gifts should be about 10% of the total and that gifts are solicited from largest to smallest and finally the campaign does not go public till 50-70% of the goal is committed.

She reviewed some of the issues for the Shelter including the Municipal hurdle and gave a time line for the next 6 months to begin the Campaign. She suggested the following for the next 6 months in order to try and meet our grant stipulations:

Nov/Dec2018 - Due Diligence including review of all donor lists to sort for cultivation

Jan2019 -May -Heavy Cultivation

June-October 2019 go public

Jamie stayed after Jennifer Left to discuss the current timing of the building plan, budget, going before the BOF etc.

Had a discussion that 50% of Laura Burban's time would be required to be focused on the Capital Campaign and how would that affect her duties at the shelter.

**ACTION POINT:** Eunice LaSala made a motion that we should get a proposal including total hours from Jennifer Aniskovich to include the required hours and her hourly billing cost. Melodie O'Connor seconded the motion

It was agreed that Jamie Cosgrove would contact Jennifer Aniskovich to ask for this proposal

The Commission then returned to the regular schedule of business

**MINUTES FROM THE LAST MONTHLY MEETING:** Melodie O'Connor made a motion to approve the Minutes from the last meeting. Stephanie Malkin seconded the motion. The Minutes were unanimously approved.

**MONTHLY REPORTS:** Stephanie Malkin made a motion to approve the monthly reports. Melodie O'Connor seconded the motion. The monthly reports were unanimously approved.

### **FUTURE FUNDRAISERS**

At the recent fundraiser at the art show, Stephanie Malkin met someone who is running a Fundraiser for the European Specialist Motorcycle Poker Run. They would like to give 50% of the proceeds from this event to the Dan Cosgrove Animal shelter. It is September. Laura Burban will put this on the DCAS facebook page to get friends of the shelter to the event

There will be a fundraiser at Rossetti's Restaurant on October 30<sup>th</sup>. Cost of the ticket will be \$30 per person. Capacity is 60 people. We are planning a raffle and a 50/50 Raffle Gina Regal is heading up this fundraiser for the shelter.

### **SHELTER REFRUBISHMENT UPDATE**

Laura Burban said the Craig McAllister the consultant has worked on the design of the Sick Cat room and the cost of equipment for that room will be approximately \$40,000. Craig did not turn in a plan or equipment estimate for the other existing cat rooms as Laura indicated he was confused about that part of the plan so Laura and Wendy have worked on that and came up with a figure of 80,000 for the two existing Cat rooms and \$30,000 for the new doors on the dog kennels for a total of 150,000 for equipment for the budget

Melodie O'Connor made a motion to adjourn the meeting, Stephanie Malkin seconded the motion. The Meeting was adjourned at 8:00 PM.

Respectfully Submitted

Gretchen Dale

Secretary

DCAS Commission