

Royal Oak Animal Shelter Committee
Royal Oak Animal Shelter
Minutes
July 18, 2019 at 7 PM

The meeting was called to order at 7:00pm by committee Chair I. Krupa.

Roll Call: Chair: Ilene Krupa; Vice-Chair: Elizabeth Rivard-Weston; Trevis Moore; Dawne Ripinski; Ashley Jericho; Andrew Steffes; Commissioner Randy LeVasseur; Deputy Chief Mike Frazier

Guest Attendance: Jodie Ellison, Manager of Royal Oak Animal Shelter

Public Comment:

Dana Daily: people who have applied to be a volunteer at the Shelter have not been contacted, recommended naming a volunteer point person. Also commented that a feral cat Morton have access to the cathouse that was available to him during the winter.

Monika Ripe: asked if the city plans to post a PSA about pet safety in hot weather.

Approval of the Minutes:

Motion to approve May 2019 minutes with the revisions to the fiscal year 2020 discussion, amount raised at Royal Oak in Bloom, and the monthly donation box totals was made by E. Rivard-Weston and seconded by T. Moore. Motion passed unanimously.

Motion to approve June 2019 minutes with the revisions to the Shelters city budget allocation and amount raised at Royal Oak in Bloom was made by R. LeVasseur and seconded by D. Ripinski. Motion passed unanimously.

Unfinished Business:

- Shelter Report: Filed
 - Updates:
 - Kittens are in, won't be ready for adoption until they are fully vetted.
 - The Shelter was selected as the Miners Den charity for the month of June, resulting in a \$1,490 donation.
 - Current can drive total is \$333.50
 - New Volunteer Coordinator: Liz Crampton
 - Discussed:
 - Creating an email list of volunteer applicants to provide shelter updates
 - Volunteer application and backlog of applications
- Shelter Financial Report: Filed
- Volunteer Report:
 - May: 131.5 hours
 - June: 121 hours
- Donations and Fundraising Report:
 - Donation Boxes: June: \$154.36
 - Oakland County Football Club: Donation from event partnership has not yet been made by the Club. The Shelter promotional table at the event raised \$21.

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- Texas Roadhouse: About \$100 will be donated by Texas Roadhouse and \$265.65 was raised by the Shelter promotional table.
- Events:
 - Royal Oak Famers Market: The Shelter was invited to have a promotional table on Saturdays from June 29 – July 27, with a possible extension into the month of August. About \$300 has been raised to date, but has not yet been deposited into the Shelter account.
 - Royal Oak Police Golf Outing: proceeds will be split between the Shelter and the RO Police Fund. Event is taking place on August 5, 2019 and I. Krupa is recruiting volunteers.
 - Barktober Fest: The Shelter will have a promotional table at this event, taking place on September 14 and 15, 2019.
 - Dog Walk in support of ROAS: E. Rivard-Weston and D. Ripinski are working to finalize this event. Activities include creation of promotional materials and working with the city to set up an EventBrite to sell tickets. Event is taking place on September 14, 2019.
- Fundraiser Planning:
 - Local Restaurant Event: T. Moore continues to work with the restaurant association and has been invited to attend the next meeting to represent the Shelter. Committee discussed the Hotdog fundraiser and Vegan and Vodka events, including the widespread, negative attention the Hotdog fundraiser gained on Facebook. The restaurant association decided to switch the beneficiary of the Hotdog event to the Royal Oak Library and the Shelter will benefit from the Vegan and Vodka event taking place on August 2, 2019.
 - Fundraiser during the Dream Cruse: A. Steffes prompted a discussion of fundraising ideas to leverage the Woodward Dream Cruse. Committee discussed past efforts but did not come to a resolution on how to fundraise at the 2019 event.
 - Sponsor a Cage: no new donors. I. Krupa will promote this donation program while representing the Shelter at the Royal Oak Farmers Market.
 - T-Shirt: The Royal Oak t-shirt sale, which benefited the Shelter resulted in a \$1,070 donation to the Shelter. T. Moore plans to contact the Friends of the Library to obtain more information on where they source their t-shirts. I. Krupa brought an example of the test t-shirt run using the former screen printing shop. Quotes were requested by E. Rivard-Weston and D. Ripinski for shirts to be used at the Dog Walk event.
 - Pet Prom: Discussed locations for the event. The Royal Oak Youth Club would allow us to use their space at no charge, but committee would need to seek a waiver to provide alcohol during the event. The Royal Oak Farmers Market would cost at least \$3,300. I. Krupa will continue to explore Farmers Market pricing. Other committee members will reach out to a local dealership, Emagine, and the Detroit Zoo to inquire about event space. Committee also discussed leveraging an event planner, a sponsorship model, and the need for a liquor license and insurance depending on the venue. D. Ripinski remains the committee lead on this event, slated to take place on or near February 14, 2019.
 - Brainstorm session: A. Steffes shared ideas about partnering with nearby cities to offer shelter services, a millage, and approaching the City Commission to request additional

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support for the shelter. A. Steffes plans to start building a presentation of ideas to share with the committee.

New Business:

- D. Ripinski shared that Cass Swastck is planning a trivia night to benefit the Shelter.
- J. Ellison shared the need for the committee to develop a standard presentation to solicit donations, which coincides with the presentation needed for the future planned giving program.
- J. Ellison will reach out to the Royal Oak magazine "Today," to inquire about the Shelter placing a request for donation ad, along with an envelope, in the next issue.

Next Meeting: August 15, 2019 at 7pm at the Royal Oak Police Department Conference Room.

Motion to adjourn at 8:55pm was made by T. Moore and seconded by A. Steffes.