Meeting Minutes 7/26/19

* Members of the month
	+ Foster- Alexis Alfasso
	+ Volunteer- Janice
* Donations
	+ Need to log date, item, quantity in spreadsheet
	+ Create form for sizeable donation pickups
* In office basket raffle
	+ To be done quarterly
	+ Would like members to volunteer to create a dog themed basket
* Hernia repairs
	+ Adopters will be called by Transit to determine if they would like to repair cosmetic, non-reduceable umbilical hernias at the time of spay/neuter at the adopter’s cost. The average charge is $50 to repair. Non-reduceable umbilical hernias are mostly repaired for cosmetic reasons and are not medically necessary to repair. If they are unable to reach an adopter, the procedure will not be performed.
	+ Reducible umbilical hernias are medically necessary to repair and will be repaired at the time of spay/neuter. NCCR will pay for the cost.
	+ More involved hernias that are much more involved and can cost between $150-250 or more will be discussed on a case by case basis between Transit and the rescue.
* August Fundraiser
	+ Basket raffle
		- Tickets are 10 for $10 or 25 for $20
		- Must be present to win. Left over baskets will be saved to use at the Grand Opening party.
		- Ticket entry ends at 4:30 (dinner time), tickets will be pulled and posted at 5
	+ Big ticket items
		- Sold through a silent auction (will need to determine minimum bid for each item)
	+ 50/50
		- Will be done in 3 rounds, every 2 hours
		- 12-2, 2-4, and 4-6 (so pull it 3 times at 2, 4, and 6)
* Next Member Meeting
	+ 8/9 from 6-8pm at the office
* Trainer Meeting
	+ 8/30 from 6-8pm at the office
	+ Discuss member folders- if they are being used, what info they want in them
* Dog Folders
	+ Remove NCCR Ambassador and Training Facilities sheets
	+ Add a ‘Steps after adoption’ sheet with key points
	+ Flyer on Nickel City Pet Pantry, do not need rescue rewards sheet
* Supplies/Inventory
	+ Will have a sign out sheet that members need to write down name and crate number on
	+ Nothing from the front retail room should EVER be touched. This is inventory to sell and managed by Nickel City Pet Pantry. These are NOT supplies for the rescue.
	+ Do not take supplies without asking. Transport cannot be a free for all where all supplies get wiped out.
* Grand Opening
	+ 9/28 tentative date
	+ Burgers, hot dogs, Windy Brew beer, basket raffle, adoptable dogs
* Octoberfest
	+ Leadership team brews beer in September
	+ Have the Octoberfest party at the brewery in October
* Job Assignments and Trainers- see below

**Job Assignments**

Instagram- Hannah, Kaitlin

Facebook- Hannah

FB Messages- Danielle, Lacy

General Emails- All of leadership team

Distributing Applications- Kelsey, Ashley

Foster & Volunteer training- Danielle, Kelsey, Katie, Theresa, Cathy, Beth, Jennifer, Lacy, Josh, Brandon, Patty, Jill

Event Coordinator- Jennifer K

Spay/Neuter- Katie, Lacy

Inventory- Do every 2 months, crate sign out sheet

Supplies + Ordering- Kelsey

Banking- Katie, Hannah

Graphic Design- Kaitlin, Hannah

Dog Folders- Hannah

Member Folders- Hannah

Alumni Page- Hannah, Jill

Transport Coordinator- Danielle

Vaccines- Kelsey, Hannah

PetSmart Liaison- Abby

Petco Liaison- Abby, Jennifer Wolf

Foster to Adopt Liaison- Beth

Petstablished

* Adding new dogs & microchips - Brandon
* Dog bios & photos- Theresa
* Update after adoption- Brandon