

Attachment A

Dog Park Exploratory Committee Meeting Minutes

PROJECT: Dog Park

**MEETING MINUTES
RECORDED BY:** Melonie Trang

MEETING PURPOSE: Discuss the development of Dog Parks

MEETING DATE: February 3, 2009 at the Billings Community Center

DOG PARK COMMITTEE:

CITIZEN REPRESENTATIVES: Suzanne (Sue) Bressler, Marcia Clausing, Kay Haire, Warren Osik, Ellie Whitney, Ed Jordan

PRC BOARD REPRESENTATIVES: Rachael Cox

PRPL STAFF: Jon Thompson, Mark Jarvis, Melonie Trang

Sue Bressler called the meeting to order at 7:35 am.

1) Roll Call:

All members were present except for Ellie Whitney and Marcia Clausing.

2) Approval of Minutes:

Committee members reviewed the minutes and noted the spelling of Cal Cummins was misspelled in section 7. Kay Haire made a motion to accept the corrected January 6th minutes. Warren Osik seconded the motion. All were in favor and the motion carried.

3) Additions to the Agenda:

None

4) Fundraising:

Fundraising Chair Kay Haire said she was attending a meeting with Suttons today to discuss printing fundraising t-shirts. She will have more information at the next meeting.

6) Fundraising Brochure:

The committee discussed the first revised draft copy of the fundraising brochure. The following are comments from that discussion.

Logo: Marcia Clausing emailed Mark two logos for comments. Copies of the logos are included in the February committee packet. Members expressed that out of the two from Marcia they liked the Park and Recreation logo that included a paw print and the wording Billings Dog Park. Changes they wanted to see to the

logo were: fonts larger & bolder to read clearly. Suggestions to the look of the logo were: to include more paw prints, dog climbing tree, put Dog park wording on the top of the lettering Billings and the paw print underneath Billings, and the letter O in dog be a paw print.

Suggestions regarding the format of the brochure: have the donation information right as you unfold the brochure; give the option to donate by mail by including a donation form; have the last page (center of the back page) include all the contact information; include the option to give smaller amounts (misc. amount) or be more specific on optional amounts for donations; the paw symbol next to the list of donation options, try to put a number inside of them giving donors numbering donation options to choose from; give more explanation under the tax deductible contribution; include a fifty dollar amount option; make donations options 1,3, and 4 just as prominent as option 2; include something on the brochure for kids to get involved with like a smaller amount of money they could give; try to include all donating options on the same page instead of spread out on two pages.

Mark said he will take the comments and suggestions and apply them to the brochure for a second revision and have it ready for the next meeting to review and hopefully approve.

7) Sharptail Park:

Mark Jarvis told the committee that they are exploring the idea of trying to obtain Sharptail's entire 68 acres for a dog park. Mark said in addition to using it as a dog park, it could also be used for additional recreational purposes.

Mark said he will be giving a presentation to the County Commissioners' on Wednesday, February 11th. He hopes to know more following that meeting.

8) Additional Information Discussed:

- Mark and committee members discussed putting the engraved donation bricks at the entrance of the parks to keep down the mud. They talked about any additional bricks be laid inside the park as a walkway to seating areas.
- Mark and committee members discussed including donor recognition information in the brochure and what kind of recognition should be done. A suggestion was made to put up a sign or plaque inside of the parks recognizing donors. Rachel Cox suggested putting the donor's names on the PRPL website. A comment was made not to publicly mention any specific recognition for donations due to the fact that some people may want to remain unanimous. Committee members agreed to not put the donor recognition information in the brochure and to further discuss how to recognize people at a later time.

- Kay Haire commented on putting up a sign at the entrance of the parks were the front side facing people as they enter, lists the rules of the park and then the back side thanking sponsors and donors.

Meeting Adjourned at 8:45 am