

**South Loop Dog PAC Board Meeting
January 27, 2005
649 S. Clark St. (The Butchers Dog)**

Present: Gail Merritt (GM), Beth Schipke (BS), Mike Schipke (MS), Mary Gawenda (MG), Wendy Cobrin (WC), Wendy Ito (WI), Stephanie Shapiro (SS)

Key: initials in italics indicate who acted or motioned/seconded

1. **Call to order 6:52 pm GM**
2. **Approval or January 13, 2005 board meeting minutes BS/WI**
3. **Treasurer's Report – GM:** Total Income: \$816.77, Total Expense: \$556.52 (Waiting Ebay charges and Payments to Beth for postage), Net Income: \$260.25
4. **President's Report – GM**
 - A. **Spin off Status:** The South Loop Neighbor's board has approved our separation. However, they are waiting to speak with a lawyer regarding possible liabilities before releasing our funds.

Gail suggested we help the board find a lawyer in order to speed the process along. She will ask our lawyers for a referral.
 - B. **Insurance:** Gail is still waiting for completed insurance forms from a number of board members. She will follow-up with the insurance company to get answers to questions by Wendy Ito and Stephanie Shapiro.
 - C. **CPD Status:** The joint community meeting with Bob O'Neil and Lara Khoury will be held on Wednesday, February 23 at 7:00 pm. Bob O'Neil will find a location for the meeting (possibly the Columbia College building at 11th and Michigan). Bob has been informed that we plan on covering many issues at this meeting (i.e. fund raising), and he is ok with that.
 - D. **Advertising Plan:** The board agreed to place an ad in the Chicago Journal every other week, for four weeks, at \$100/ad, beginning with the Feb. 10th edition of the Journal. The board also agreed to place a \$100 ad in the next edition of the Gazette. The board decided to look into placing an ad in a coming edition of Chicago Land Tails as well.
 - E. **Board Sabbaticals:** It was brought to the board's attention that Stephanie Daugherty has requested to take a leave of absence due to personal issues. Gail asked the board if they would allow their members to take a sabbatical if needed, or if the member would be asked to resign from the board instead. The board decided to allow its members to take a sabbatical when needed. It was also decided that board members make it clear to the rest of the board when they will be unavailable for an extended period of time, so they are not relied upon to assist with tasks.
 - F. **Expanding volunteer base / Open meetings:** The board agreed to hold an open meeting every other month, beginning with the community meeting in February. These meetings will be open to members only, and the site will be determined at a future date. By doing this, the board hopes to expand their volunteer base for future events and fundraisers.
 - G. **Proposals:** Gail informed the board that a proposal will be sent to Petco by the end of this month (Jan.).

5. **D.O.G.S. – BS:** Auction status: Items sold: Snow board, Sewing machine, DVD player, Chandelier, Cuisinart. Items for sale: Football, Elton John tickets, Karaoke machine, Animation Cel (2nd listing), Burley (2nd listing). Items that did not sell: Dress.

Beth asked if whomever picks up an item could weigh and measure it, so a shipping charge could be calculated and added each listing. The board decided that whomever has an item, will be responsible for shipping that item.

6. **Benefit Event (St. Patrick's Day):** The board decided not to host an event at the Butchers Dog, but to look into co-sponsoring a St. Patrick's Day event instead. The Dog PAC would help advertise the event, and in-turn share part of the cover charge. Mary Gawenda will investigate this further.
7. **Membership brochure and Brick form:** Wendy Ito has already approached her brother and asked him to help us redesign our brochure. He needed to know what we expect, what format the current brochure is in, and what format we need the redesigned brochure in. Gail will provide Wendy with a marked-up brochure showing the changes needed, the current brochure is an Adobe Illustrator file, and the revised brochure will need to be ready for printing.

Since our original printer is no longer in business, the board decided to print the brochures ourselves. Stephanie Shapiro will print the brochures once Wendy's brother has made the revisions, and Wendy Cobrin will then take them to Kinko's to be folded.

Wendy's brother should also be able to make the necessary revision to the brick form. Gail will provide a maked-up copy of this as well, and it is a Word document. We will need to find a printer for these since we need them to be carbonless copy format.


8. **Membership renewal:** The board decided to only offer 1 year, 3 year, and lifetime memberships. The board also decided to have memberships renew on their anniversary date, rather than a fixed date. These are the rates the board agreed on:

Type	1 year	3 year	Lifetime
Individual	\$35	\$90	\$300
Family	\$55	\$150	\$450
Student / Senior	\$25	\$60	\$100
Corporate	\$100	\$285	\$800

9. **Dogs of the South Loop Calendar:** Gail proposed a committee be formed to handle this, possibly headed by Kristine Lyons. Stephanie Shapiro said that she would be part of the committee.
10. **Website:** Mary and Gail mentioned that our old address and phone number may still be on the website somewhere. Beth said that she would look into it.

The board decided to keep our website on Jeff's server, but get our own domain name (the old site would point to the new one if anyone tries to go to it). Beth and Gail will check with Jeff on the cost. Beth also suggested we look into buying other domains and pointing them to our site as well. The board will look into this down the line.

11. **Bag Dispensers:** Please let Wendy Ito know if you see or hear of any empty dispensers.
12. **Cooking Competition:** The board decided that they will need to elicit help from someone in the industry to make this a success. Gail will contact Sara Booth's fiancée, Heath, who is a chef. Wendy Cobrin will contact Art Smith, Ophra's Chef. The board also decided that they would need to seek food donations from area grocery stores once the event gets a little further into the planning stage.



13. Next Meeting: Thursday, February 17th. 41 E. 8th St., # 2107 (the Schipke's).

14. Meeting Adjourned: 9:30 *WI/MS*