

CCDART Meeting

Route 132 Travel Plaza

March 2, 2020

6:10 pm.

Attendees: Holly Rogers, Joanne Hennebury, Judi Matson, Melanie Powers, Pat Tammar, Bev O'Connell, Pauline Judge

Agenda/Discussion

Holly welcomed the group and Pauline Judge to the meeting. The minutes were reviewed and accepted from last month's meeting.

Melanie summarized the estimate for costs of the trailer: +/- \$2600, \$500 hitch, \$70 annual registration. These figures are for costs of a new trailer.

Holly discussed trailer storage and need to look into options when we are ready to purchase. Mobile trailer is a good option, although a locker outside Holly's house is also a possibility. \$3000 +/- is the estimate for either option.

Regarding the **pet food pantry**. We do have a starter kit. St. Damians in Wareham received food on Saturday and already needs more. Damians and the Joint Bast want bagged food. 40 bags, 40 cans to each both dog and cat food. 3/320 Holly and Joanne will deliver.

Need: we are out of cat food0 we have to have a plan for between drives.

We have to figure out how to set up a workspace for packing. **To do:** During the from mid-March on we we will look at space and plan options.

Minutes: meeting notes/minutes will be posted on the website. **(Pat will post them monthly)**

May 9 is the first kick off for topics events. 2-4 pm- Melanie will add information to the promotional flyer requesting a pet food donation or monetary donation at the event entrance.

We will need to identify the location by April 1. **HOLLY- do we want to proceed with the May event or wait to discuss at the April meeting due to the Corona Virus social distancing?**

We can advertise at the Sampson event.

Judi will investigate having a table/booth at the Cooperative Bank-previously we went to every branch for a period of 2 weeks.

Holly mentioned Salvation Army is interested in having a CCDART table too.

Volgistics-

The group discussed Volgistics and moving forward we can add events for volunteers to sign up at site.

Holly suggested having an administrative area/table at the meeting events to sign up and even document certificates (scan then). GOAL-to have information on all of our volunteers in one place.

Media Work for the future: we will need to think through what should go on bag labels. We are not getting nay hits or email responses from our gmail . We will continue working with Minute Man Press.

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Holly addressed the need to recruit, train and retain volunteers. We need to identify in what areas we can use volunteers and a format for training. We have gone through several models over the years.

How do we bring volunteers in ? The group discussed this. **To do:** Bev and Holly will meet to consider this and review the areas that we work in. **Holly suggested 45 minutes of each program session be devoted to training.**

Point: All new volunteers need at least a session to understand the mission, scope and activities of CCDART.

-Holly would like to see training available online in the future.

The group brainstormed the areas/ requirements of volunteers coming in :
Basic overview, food pantry, deployment, public awareness, etc.

To Do: Pauline offered to work on the mission statement.

We noted that volunteers are needed for shelter work, and also that the mission statement should highlight, perhaps with bullets, public awareness and education, food pantry and shelter work.

The group agreed that volunteer recruitment would be included in the focus of each of the sessions, beginning in May -we want to reach out to potential volunteers even beforehand and invite them to the first program.

To Do: Pat Tammar will send thank you notes to those groups that helped the pet food drive by having collection boxes onsite.

The next meeting will be on April 6 at 6 pm. It is planned for Panera on Route 132, Hyannis but due to the closure of restaurants, the site will need to be determined.

Respectfully Submitted,

Pat Tammar