

**Kilcona Park Dog Club Inc.
2012 Annual General Meeting
Minutes**

Topic	Kilcona Park Dog Club Annual General Meeting
Date	November 19th, 2012
Time	7:00pm
Location	Kilcona Park Alliance Church 1977 Norris Road Winnipeg, MB
Chairperson	Donna Henry
Secretary	Kathleen Kirkman

Order of Business

<p>Call to Order</p> <p>Donna Henry called the meeting to order at 1910.</p>
<p>Introductions</p> <p>Donna Henry introduced the 2012 Board of Directors and the following special guests.</p> <ul style="list-style-type: none"> • Leah Cowan - Executive Assistant to North Kildonan Councillor Jeff Browaty. • Kristy Greening - Little Mountain Park Pet Owners Association organizer. Kristy was a merchandising manager at a large retail chain but is currently on long term disability awaiting surgery. • Jordan Lobe - Little Mountain Park Pet Owners Association organizer. Jordan is a recent U of M graduate. He was called to the bar this year and practices law

at Tacium, Vincent, Orlikow.

Kristy and Jordan, who are married to each other, enjoy as much time outdoors as possible, and strongly believe in preserving and building off-leash spaces in the City.

- **Frank Machovec** - Co-chair of Maple Grove Park Dog Owners Association.

Frank is a member of the KPDC, Maple Grove, Little Mountain Working Group that created, designed and published the Pet-iquette brochure. He is also one of the people organizing a new dog park supergroup, an coalition of dog park organizations that is being created to advocate for the rights of Winnipeg dog owners.

Frank retired after a long career at the CBC where he performed a variety of technical and supervisory functions and served on several CBC volunteer committees at the local and national level.

- **Rosalyn Jones-Smith** – Member-at-Large, Maple Grove Park Dog Owners Association.

Rosalyn serves on the Working Group that published Pet-iquette. She's a key figure in the movement to create Winnipeg's dog park supergroup, where she's helping organize dog walkers in off-leash areas that don't yet have clubs. She's also a member of KPDC.

Rosalyn was a key figure in establishing Winnipeg's rescue and foster community. She has been a dedicated volunteer foster parent for ten years. Rosalyn has helped over 100 dogs find new homes, fostering for Winnipeg Animal Services, the Humane Society, Darcy's Arc, and Hull's Haven and others.

Rosalyn exercises and socializes her fosters in all the city's off-leash areas. She is a strong advocate, not only for off-leash areas, but for the responsible use of them.

Adoption of Agenda

Motion 1. Wayne L'Esperance moved the adoption of the agenda. Seconded by Kathleen Kirkman. Carried.

Presentation – Kristy Greening and Jordan Lobe – Little Mountain Dog Park

Refer to Appendix A

Presentation – Robyn Maharaj – KPDC Number Two Clue Program

Refer to Appendix B

Adoption of Minutes of 2011 AGM

Motion 2. Kathleen Kirkman moved the adoption of the minutes of the 2011 AGM. Seconded by Wayne L'Esperance. Carried.

President's Annual Report

Donna Henry presented the President's Annual Report. Refer to Appendix C.

Treasurer's Annual Report

Jeff Henry presented the Treasurer's Annual Report. Refer to Appendices D and E.

Motion 3. Korenna Anderson moved the adoption of the Treasurer's report as presented. Seconded by Al Bartlett. Carried.

2012-13 Goals and Objectives

Motion 4. Donna Henry moved that the general membership approve the Board's proposed 2012-2013 Goals and Objectives as presented in Appendix F. Seconded by Wayne L'Esperance. Carried.

Proposed By-law Amendments

Donna Henry reviewed the Board's proposed bylaw amendments. Refer to Appendix G.

Motion 5. Wayne L'Esperance moved that the membership approve the Board's proposed amendments to the bylaws as presented. Seconded by Rosalyn Jones-Smith. Carried.

Proposed Membership Fee Increase

Jeff Henry reviewed the rationale for increasing membership fees. Refer to Appendix H.

Motion 6. Donna Henry moved that the general membership approve the Board's proposed \$5 increase in membership fee, effective November 1, 2013. Seconded by Jeff Henry. Carried unanimously.

Recognition of Outstanding Volunteers

Donna Henry recognized 2012's outstanding volunteers. Refer to Appendix G.

Election of the Board of Directors

Frank Machovec chaired the election of officers. All positions were filled by acclamation.

- President: Donna Henry. Nominated by Frank Machovec, seconded by Jocelyn Jones-Smith.
 - Vice President: Susan Argue. Nominated by Al Bartlett, seconded by Koreena Anderson.
 - Secretary: Kathleen Kirkman. Nominated by Susan Argue, seconded by Lee-Ann Zacharias.
 - Treasurer: Craig Handkamer. Nominated by Phil Werbiski, seconded by Susan Argue.
 - Director of Events: Wayne L'Esperance. Nominated by Lee-Ann Zacharias, seconded by Donna Henry.
 - Director of Membership: Tanya Hirsch. Nominated by Lee Ann Zacharias, seconded by Gerald Carbotte.
 - Director of Marketing: Jeff Henry. Nominated by Lee-Ann Zacharias, seconded by Gerald Carbotte.
1. Frank Machovec administered the Oath of Office and the swearing in of the 2013 Board of Directors.

Adjournment

1. The meeting adjourned at 2115.

Appendix A

Summary - Little Mountain Park Closure

Presenters – Kristy Greening and Jordan Lobe

Little Mountain Park is located just outside the city limits, west of Route 90, between Inkster Boulevard and Jefferson Avenue. Its western boundary is Klimpke Road. Although it's situated in the RM of Rosser, Little Mountain Park is owned and operated by the City of Winnipeg.

Little Mountain's dog owners have historically used the entire park as an off-leash area, including the sheltered on-leash trail system through the woods. On any given day, the large majority of park users are people with dogs. It is quite rare to see anyone partaking in any activities without a dog. According to Little Mountain Park Pet Owners Association, if dogparkers aren't there, the park is virtually empty.

Last summer Little Mountain's dog owners grew concerned when the City reduced the size of the off-leash area by about two-thirds and installed new signage advising the public that off-leash dogs are only allowed in the northwest corner of park.

The new signage came as a shock to Little Mountain dog owners. The northwest corner is an exposed grassy field, pock-marked with ankle-twisting gopher holes. There are few trees and no shelter belts. And it's one of the most dangerous parts of the park for off-leash dogs.

Little Mountain's off-leash area is immediately adjacent to the intersection of Jefferson and Klimpke. There's no buffer zone, fencing or any other barrier to keep dogs from bolting into traffic.

Vehicle traffic is very heavy along the north and west boundaries of the off-leash area. Across Klimpke there's a 213 acre multi-sports facility - home to 28 softball diamonds, 6 full-sized soccer fields, 3 full-sized hockey rinks, 1 full-sized rugby field, and a fully-licensed 433 person capacity clubhouse featuring on-site bar & grill, patio and picnic area. Approximately 400,000 patrons visit the Sportsplex each year.

A small group of Little Mountain's dog owners began to organize. The group was further alarmed when a researcher, searching on-line for older maps of Little Mountain Park, came across the Province of Manitoba's plan to extend Chief Peguis Trail through the off-leash section of the park to connect with CentrePort Canada.

Organizers were unsuccessful in their attempts to get any information about Little Mountain's future from City officials. The closure of Klimpke Road for construction related to the CentrePort transportation corridor gave them an even greater sense of urgency. They initiated an on-line petition demanding a say in the park's future. In less than three weeks nine hundred supporters signed the petition.

Since Little Mountain is outside city limits, there's no City Councillor to represent dog walkers' interests. The organizers were unsure what their next step should be. Then

Brian Mayes, City Councillor for St. Vital offered to investigate. The City's Standing Policy *Committee* on *Infrastructure* Renewal and Public Works is looking into the matter.

Appendix B

Number Two Clue Program

Presenter – Robyn Maharaj

Robyn was unable to attend the meeting because of illness. Donna Henry presented on Robyn's behalf.

Summary - Robyn is a writer, fundraiser, marketer and former arts administrator who works as a freelance grant and feature writer. She's a fundraiser for a Southern Florida medical foundation for adult stem cell research. Robyn's writing and poetry has been published in Canadian literary journals, newspapers, magazines and anthologies.

The Number Two Clue Program evolved out of Robyn's observation that distracted dog owners fail to notice when their dogs are defecating and aren't picking up the feces. The poster Robyn created to introduce the program was unveiled and the program was explained.

The Number Two Clue Program encourages dog owners to carry whistles. If a person notices a dog defecating, and observes that no one is preparing to clean up after it, they'll give two short whistles to attract the owner's attention and point to the offending dog.

The program is an effort to make the dog park a cleaner place by encouraging dog owners to look out for fellow dog owners. It's not meant to be a punishment or shaming.

KPDC has sourced and is considering selling whistle/flashlight combos to make it easier to pick up after dark.

This program is being introduced on the website and on KPDC's bulletin board.

The new program is integrated with KPDC's *Extra Bag Solution*. Carry extra bags, pick up one extra "offering" whenever you visit the park and don't hesitate to offer a bag to an owner in need

APPENDIX C

KILCONA PARK DOG CLUB

NOVEMBER 19, 2012 ANNUAL GENERAL MEETING

PRESIDENT'S REPORT

This year has been a very positive one, filled with many successes for KPDC and I would like to thank the Directors and volunteers who made that happen.

On behalf of the Board, I am pleased to present a brief overview of the club's achievements.

Marketing

- Increased visibility of the club
 - Launched our website and integrated a Facebook page
 - Developed and launched Corporate Sponsorship Program
 - Signed up and negotiated discounts for members at first ten sponsors
 - Developed our new "Happy Dog" logo
 - Created branded tee shirts and aprons to identify volunteers
 - Developed branded banners for club events.

Membership

- Increased membership sevenfold - from 35 to 250
 - Selling membership cards at Pet Valu Reenders and Rivergrove locations and continued to sell them at club events.

Events

- Organized and hosted the annual Spring Clean Up and Annual BBQ and two additional large fundraising events - the Fido Casting Call BBQ and the Fall BBQ.

Education

- Continued dog waste education program, using website and bulletin board to inform dog owners about diseases and parasites spread through feces.
- McPhillips Animal Hospital vet techs attended events to speak about feces health risks.
- Collaborated with Maple Grove, Little Mountain and Winnipeg Animal Services Agency to publish a dog park etiquette and safety brochure.
- Purchased an 8000-capacity cigarette butt receptacle to be install near the off-leash play area.
- Developed "Number Two Clue" waste management program.

Park Management Issues

KPDC and the City held two formal Consultative Committee meetings this year. Members of the Committee are the Winnipeg East Area Park Superintendent, Jonina Ewart, the Chief Operating Officer of Winnipeg Animal Services, Leland Gordon and the President of Kilcona Park Dog Club.

In February, 2012 the Committee discussed how the City planned to implement consulting landscape architect, Dean Spearman's recommendations to improve Kilcona's off-leash area. On behalf of the club, I asked the City for more litter containers, benches and trees, and the closure of the toboggan hill.

The City committed

- to install six new kiosks with litter baskets and maps along the year-round trails and to place additional litter baskets at other locations
- to install water quality warning signs near the ponds in the off-leash area
- to extend washroom hours to accommodate evening traffic
- to implement new low-impact snow clearing practices and summer maintenance practices to prevent further damage to the trails
- and to relocate the toboggan run to the south of the ball diamond to reduce conflict between user groups and decrease the risk of injuries.

The Consultative Committee met again on November 16, 2012 to discuss trail rehabilitation, a protocol for dealing with aggressive dogs, the creation of shelter belts in the off-leash area, relocation of the toboggan hill, parking for the disabled, and the guidelines that the City is developing for Winnipeg dog parks.

Trail Stabilization

The estimate for rehabilitation in the off-leash area recommended by Dean Spearman is approximately half million dollars (in 2011 dollars) and there's no funding in the City's 2013 capital budget.

The problem - The trails were dry until late fall, when the rains left the service roads and trails saturated, muddy, rutted, uneven and difficult to navigate.

The short-term solution – KPDC asked and the City agreed to supply wood chips to cover the trails. On behalf of the club, I made a commitment that the chips will be spread by KPDC volunteers. We will need dozens of volunteers to chip all the trails. If there are not enough volunteers to do the job, the trails will not be chipped.

Aggressive/Dangerous Dogs

At 49 hectares Kilcona's off-leash area is the largest in Winnipeg. That's about half of all the off-leash space in the city. Including the on-leash area, the entire park extends over 100 hectares and there are about ten kilometers of trails.

An attack can happen anywhere in the park and it happens in a split second. It's unrealistic to expect Animal Services to be at the location where an altercation occurs.

Animal Services advises dog owners to call 911 if an attack is serious, especially if a person has been injured. Police can get to the park very quickly.

Report every incident to Animal Services. Enforcement officers investigate every incident as long as it's not made anonymously and the complainant provides enough information for the agency to follow up. If Animal Services doesn't know who the owner of an aggressive dog is, they can't do anything.

So - treat the situation the same way you would if you had a car accident. The victim's owner or a designated person needs to get the aggressive dog's owner's name and/or car license number. You need to speak to witnesses and get their contact information.

The Committee also discussed the recent incident between Tank and Emma and the process that KPDC put in place that eventually lead to the identification of Tank's owner.

KPDC, like Animal Services, does not respond to anonymous complaints. Emma's family contacted me and asked for assistance in locating Tank's owner.

The family was concerned for their personal safety and so, to protect their privacy, I agreed that, in this instance, KPDC would act as a facilitator. I informed the public about the incident and asked that club members and other dog owners who had any information about the dog contact me directly by email.

Later, several witnesses also expressed concern for their personal safety. To protect them and encourage them to come forward with their evidence, I agreed not to identify anyone involved in the case on the club's website, on Facebook, or even to each other. This means that witnesses do not know the identity of Emma's family and Emma's family does not know the identity of any of the witnesses.

I'm going to digress for a moment to address a related issue. I would like to talk about the criticism of the Board's that appeared on the Kilcona Dog Park Winnipeg FaceBook site last week, after we posted the request for assistance in identifying Tank's owner. For the record, the Board takes exception to the criticism and to the insulting remarks directed to dog owners who defended the Board's actions.

Kilcona Dog Park Winnipeg is not the club's FaceBook page and the Board does not use it to comment or respond to items that appear there. We appreciate the support of all the dog owners who defended the Board's actions, explained the role of a volunteer Board, and laid out the procedures to follow in the event of an attack.

As Rosalyn Jones-Smith pointed out, "The Board has zero authority to police the park."

The complainant hinted that this Board is made up of business people who don't give a – please fill in the blank – about the park. Nothing could be further from the truth. In response to the question that was posed, "How many of the Board of Directors are regulars at the park?" the answer is - all of us. Some of us bring our dogs twice a day. How many years have we been going to the park? Most of us for at least ten year, some longer. Collectively the Board has over 50 years of experience and wonderful memories in Kilcona's off-leash area.

...back to Friday's meeting with the City...

Forestation

The Board is considering grants to fund the creation of shelter belts in the off-leash area. Some grants require that the club matches the donors funding. The club requested and the City agreed to provide a letter of support to help the club secure funding.

The City agrees with the club's preference to plant evergreens to create year-round shelter belts and wind barriers. Conifers are easier to plant because they don't have an extensive root system and therefore need less excavation.

The club and the City will work out a way to cooperate on planting and watering new trees. From time to time the City may also have some viable stock that can be planted in the off-leash area.

Disabled Parking

KPDC requested and the City agreed to designate three spots nearest the dog meeting area for disabled parking. Since the ground is frozen, the signs will be connected to the wooden posts adjacent to the parking lot over the winter and re-installed on standard metal posts in the spring.

Toboggan Run

The City intended to relocate the toboggan run this year, shifting it to the south of the baseball diamond and to discourage tobogganing on the existing run by leaving the grass long. Unfortunately last summer, because of mixed communications, park staff accidentally cut the grass.

Recognizing the risks associated with the present location, and the impossibility of closing the run this winter, the City is considering creating a snow barrier at the base of the run to slow the toboggans down.

The club requested and the City agreed not mow the grass next summer and to relocate the toboggan run as originally planned.

Donations of Park Furnishings

The City is receptive to the club's proposal to donate furnishings to the park, especially benches, litter baskets and accessible picnic tables.

Support from the City

This year the City awarded the club \$300 in Per Capita Grants. This was facilitated by North Kildonan City Councillor, Jeff Browaty and supported by East Kildonan Councillor, Thomas Steen. The grants were used to print the pet etiquette brochure and pay for park permit for our spring and fall BBQs.

In June the City demonstrated its confidence in the club, recommending to the Toronto-based Fido Casting Call organizers, Mosaic Marketing that the company host the event at Kilcona Park (it was considering Little Mountain and Steven Juba) and partner with our club to organize and host the event. The Casting Call helped raised \$200,000 to

purchase ten new dogs for Guide Dogs of Canada. It also raised the profile of the club and generated a lot of good “pr” for us.

This summer Parks and Open Spaces staff asked the Board to consult on the design of maps and signage for the new kiosks. The Board reviewed various drafts and made a range of recommendations regarding wording and design. Parks incorporated all of our suggestions into the final product.

The Board also had an opportunity to present its ideas on the proposed guidelines that the City is in the process of developing that will become a management framework for all of Winnipeg’s off-leash areas. At last week’s meeting, I asked that Parks expand their consultation process beyond the Boards of dog clubs. The Boards have a fairly narrow focus and there’s a need to hold public consultation meeting(s) so that all stakeholders can review and comment on the Guidelines.

On a local level, the new Park Foreman, Mark and his staff provided much-appreciated support to the club for the Fido event and the spring and fall BBQs. Leslie and Ron moved in extra picnic tables and litter baskets for us, provided garbage bags and hauled out the trash. They also made sure the washrooms were open earlier than usual - at 7am for KPDC and Fido volunteers.

At the Spring Clean-up, Parks staff helped our volunteers collect full garbage bags and transported them to the waste depot.

2012-13 Draft Goals and Objectives

These goals and objectives were approved by the Board and tonight we will ask the general membership to approve them.

Park Stewardship

- KPDC will hold the Annual Spring Clean-Up.
- KPDC will begin funding and providing manpower for specific projects in the off-leash area.

Education

- KPDC will continue to publish and distribute the pet etiquette and safety brochure.
- KPDC will implement the “Number Two Clue” dog waste program.

Advocacy

- KPDC will participate in a formal coalition of Winnipeg dog park organizations.

The rationale for the creation of the coalition is that it will have a stronger voice and a greater ability to advocate for dogs and dog owners than our individual clubs currently have.

Representatives of formal and informal dog clubs at Kilcona, Maple Grove, Little Mountain, King’s Park and organizers in St Boniface have agreed in principle to establish this coalition and will meet in early December to establish a steering committee.

One of the major concerns is that while several off-leash areas either have been or will be closed, and others reduced in size, new ones are not being created in their place. Not only

is Little Mountain threatened, Transcona's only off-leash area was closed in June - transformed into an Active Living Transportation Corridor - and Charleswood's off-leash area is being closed to make way for an extension to the William R. Clement Parkway.

- KPDC will continue to consult with Winnipeg Animal Services Agency and Parks and Open Spaces on matters pertaining to Kilcona.
- **Marketing**
- KPDC will double the number of sponsors from 10 to 20 for Corporate Sponsorship Program.
- KPDC will launch branded products for sale.
- KPDC will continue to maintain its website and FaceBook page.

Membership

- KPDC will expand its current membership to 500.

KPDC Management and Administration

- Volunteer Board Management Training

Training is needed to ensure that Directors have the knowledge and skills to make sound decisions to ensure the club's success. The areas where there is the greatest need for training is in *Roles & Responsibilities of the Board* and in *Recruiting and Retaining Volunteers*.

- Liability Insurance

KPDC volunteers are covered by the City's insurance whenever the club holds events under the Adopt –A-Park Program or when we purchase a park permit. However this insurance is events-based and there are still some grey areas.

The Board itself remains uninsured and this is an enormous and unsustainable risk. The courts have held that Board members may be personally liable for actions they take as volunteers. That means having to pay financial compensation. Directors and officers may also be held personally liable for claims arising from activities of volunteers. Who might sue? – volunteers, government bodies, suppliers, event customer and the general public.

- Recruitment of qualified volunteers for each operations portfolio
The Board will recruit more volunteers for Marketing, Events, Gaming, and Membership to ensure that the club has the human resources to carry out its goals. Our volunteer committees give members the opportunity to become more involved with the club, help share the workload and prevent burnout. Committee are also a training ground and stepping stone for members who may be interested in serving on the Board of Directors.
- The club's newest Director, Kathleen Kirkman noticed that historic information about the club is being lost as new members replace old ones. She's agreed to interview people and prepare a history of the club if elected. If you have old photos or warm memories, please contact Kathleen at secretary@kilconaparkdogclub.ca.

Events

- KPDC will hold an Annual BBQ and Fundraiser.

- KPDC will ensure that one of the club's Directors is trained as a Certified Food Handler so that there's back-up for volunteers if they're not available.

Gaming

- KPDC's goal is to raise \$4700 with the *People on the Go* raffle. Susan Argue has solicited great prizes from restaurants, yard care, housecleaning and automotive repair businesses.
- KPDC goal is to raise \$600 with 50/50 draws.

Finally, I would like to acknowledge all of the club's Platinum and Gold corporate sponsors and thank them for their significant financial support, valuable advice, and enthusiastic participation in club events. I would especially like to thank Heather and Cam Roger, Stacey Cameron, Tobie Malawski and all the staff at Pet Valu for co-managing club membership sales with our Director of Membership. The new system provides conveniently located retail points of sale, and helped boost club membership to a record level.

I would also like to thank our partners at Maple Grove and Little Mountain, Winnipeg Animal Services Agency, Parks and Open Spaces, Winnipeg Humane Society, Darcy's Arc, Safe Haven Pet Rescue, Friends Fundraising for Animal Shelters, Winnipeg Lost Dog Alert, and the Canadian Animal Blood Bank who collaborated with KPDC this year to further the interests of dogs and dog owners.

It has been a pleasure to serve as President. This year has been a very successful one for the club and I would like to thank the Directors who have worked tirelessly on your behalf.

They organized and participated in every club event. What does "participated" look like? Well, they brought barbecues and propane, coolers and ice, smokies, hot dogs, condiments and drinks, they chopped onions and set up gazebos, fences, tables and chairs; sold food, drinks, and memberships; recruited volunteers; visited businesses and solicited sponsors; organized raffles and draws; covered coffee cans; cut out election ballots; delivered Pet-iquette brochures to vets and shelters; repaired the park bulletin board, made money for park improvements and much more....

Two of our Directors – Gerald Carbotte and Lee-Ann Zacharias are stepping down.

KPDC has benefitted enormously from their efforts and their thoughtful contributions to discussions and decisions made at the Board table and their cheerful friendliness at club events.

Thanks Gerald's for running our events and serving as head grill master in the BBQ pit over the years...Lee-Ann, you've done an awesome job in building the membership this year. No one will ever replace our spirited, outgoing "megaphomaniac"!

We wish both of you the very best. Please join me in thanking all of the Directors for their outstanding effort.

Donna Henry

President – Kilcona Park Dog Club Inc.

Appendix D
KPDC 2011-12 Income Statement

Kilcona Park Dog Club Income Statement For the Year Ended [October 31, 2012]			
Revenue:			
Memberships			\$965.00
Sponsorships			\$900.00
Food and Drinks			
	Food		\$1,040.00
	Drinks		\$469.93
	Pig Ears		\$91.00
		Sub Total	\$1,600.93
Gaming			
	50/50		\$753.00
	Raffles		\$658.00
		Sub Total	\$1,411.00
Net Sales			\$4,876.93
Expenses:			
Tickets/laminating material		\$42.44	
Plates, condiments, ice, drinks (BBQs)		\$488.29	
50/50 winner payouts		\$376.50	
Permit for Park BBQs		\$111.30	
Meat (BBQs)		\$429.73	
Rentals (warming tray/draw drum)		\$85.88	
Church rentals		\$50.00	
Raffle Prizes		\$225.00	
Raffle Ticket Printing		\$380.80	
kilconaparkdogclub.ca domain registration (annual)		\$52.50	
Bank service charges/cheques fees		\$2.00	
PO Box rental		\$147.00	
Pig Ears		\$27.00	
Miscellaneous		\$35.69	
		\$0.00	
		\$0.00	
Total Expenses		\$2,454.13	\$2,454.13
Net Operating Income			\$2,422.80

Other Income:

Gain (Loss) on Sale of Assets	\$0.00
Donations/Grants	\$229.36
Money received for Brochures from others (Browaty)	\$200.00
Money received for Brochures from others (Maple Grove)	\$526.40
Money received for Brochures from others (Little Mountain)	\$263.20
Return of Share Value from Crosstown Credit Union upon move	\$5.00
Interest Income	\$4.13
Total Other Income	\$1,228.09

Other Expenditures: (Long-term use = inventory/assets)

Gazebos	\$89.19
Snow Fence	\$41.28
Banners (KPDC) 3	\$131.40
Banners (Table) 3	\$134.40
T-Shirts	\$377.43
Bib Aprons	\$162.63
Brochure Printing costs	\$1,321.00
Cigarette Butt Receptacle	\$312.35
Megaphone	\$123.18
Keys	\$36.18
Total Other Expenditures	\$2,729.04

Net Income (Loss)**\$921.85**

Appendix E
KPDC Balance Sheet

Kilcona Park Dog Club Inc.

Balance Sheet as at October 31, 2012

Assets		
Current assets:	2010-2011	2011-2012
Cash	1,804.66	4,065.78
	-	-
	-	-
	-	-
	-	-
Total current assets	1,804.66	4,065.78
Fixed assets:	2010-2011	2011-2012
Reusable equipment/supplies	-	2,729.04
	-	-
	-	-
	-	-
Total fixed assets	-	2,729.04
Other assets:	2010-2011	2011-2012
	-	-
Total other assets	-	-
Total assets	1,804.66	6,794.82

Liabilities and owner's equity		
Current liabilities:	2010-2011	2011-2012
Accounts payable	-	1,321.00
	-	-
	-	-
	-	-
Unearned revenue	-	500.00
	-	-
Total current liabilities	-	1,821.00
Long-term liabilities:	2010-2011	2011-2012
	-	-

Total long-term liabilities	-	-
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Owner's equity:	2010-2011	2011-2012
Accumulated retained earnings	1,804.66	4,973.82
Total owner's equity	1,804.66	4,973.82

Total liabilities and owner's equity	1,804.66	6,794.82
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Balance	0.00	0.00
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Appendix F

KPDC 2012-13 Goals and Objectives

Park Stewardship

- KPDC will hold the Annual Spring Clean-Up.
- KPDC will fund specific projects in the off-leash area.

Education

- KPDC will continue to publish and distribute Pet-iquette.
- KPDC will implement the “Number Two Clue” dog waste program.

Advocacy

- KPDC will participate in a formal coalition of Winnipeg dog park organizations.
- KPDC will continue to consult with Animal Services and Parks and Open Spaces on matters pertaining to Kilcona.

Marketing

- KPDC will continue to expand the Corporate Sponsorship Program.
- KPDC will launch branded products for sale.

Membership

- KPDC will expand its current membership to 400.

Board Administration

- Volunteer Board Management Training.
- Liability insurance.

Events

- KPDC will continue to fundraise through its events.

APPENDIX G

PROPOSED KILCONA PARK DOG CLUB INCORPORATED

BY-LAW AMENDMENTS (in red) – November 2012

Article 2. STATEMENT OF PURPOSE

Rationale for proposed amendments to Article 2. –

- The intent of the amendment to Article 2.1.1 is to expand the scope of activities that KPDC can be involved in, including working with other off-leash area user groups to advocate collectively.
- The term “lobby” has been changed to advocate. Although many people use the words interchangeably, there is a distinct difference between lobbying and advocating that is useful to understand. When a non-profit, like KPDC advocates on our own behalf, we seek to affect some aspect of society, whether we are appealing to individuals about their behavior, or City administration about rules, regulations and policies, or governments about their laws. Lobbying refers specifically to advocacy efforts that attempt to influence legislation.
The current bylaw limits KPDC to working with the City of Winnipeg. The intent of the amendment to the language in 2.1.2 is to facilitate the club’s ability to advocate and partner with other levels of government, as well as other agencies and organizations as necessary, to fulfil its role as park steward.
The intent of the amendment to Article 2.1.4 is to clarify the club’s goal in mentoring. Other amendments to 2.1.2, 2.1.3, 2.1.4, and 2.1 5 are simply grammatical edits.

2.1 The purpose of the Club is:

2.1.1 To advocate and to support the interests of dog owners with respect to off-leash facilities, policies and practices.

2.1.2 To act as a steward to maintain and improve Kilcona Park,

2.1.3 To create a positive atmosphere for people and animals to socialize,

2.1.4 To to encourage responsible dog ownership, to mentor dog owners and their dogs who visit Kilcona Park,

2.1.5 To reduce conflict between dogs and dog handlers at Kilcona Park.

Article 3. MEMBERSHIP

- **Rationale for proposed amendments to Article 3** – Through their financial contributions, KPDC’s Corporate Sponsors have indicated strong support for the club, its goals and objectives. Several have expressed interest in becoming members. The

amendments create two classes of membership, Regular Members and a new class of Corporate Members. The amendments place certain restrictions on Corporate Membership and outline the process for appointing Corporate Members.

3.3 The membership of the Club shall consist of Regular Members and Corporate Members.

3.4 A Regular Member who has paid his/her current annual Membership fee and any other debt owed to the Club is a Member in Good Standing.

3.5 A Corporate Member is an individual appointed to act on behalf of and represent the views of a business that has made a financial donation to the Club through the Corporate Sponsorship Program in the year prior to the Annual General Meeting. The business shall communicate the appointment of its representative to the Board in writing and may be changed by further written notice.

3.6 Corporate Members shall receive notice of general and special meetings of the Club and may attend any meeting of the Club, including Board meetings, as an observer,

3.7 Corporate Members shall not have voting privileges and shall not be eligible to hold office.

Article 5. GOVERNANCE AND MANAGEMENT OF THE CLUB

Rationale for proposed amendments to Article 5 – Directors job descriptions were created and added to the club bylaws at the November 2011 . The Board anticipated that they would require further tweaking.

Responsibility for liaising with other park user groups was initially assigned to the Vice President. Over the past year the Board realized that formal liaison with the other user groups is not required. The amendments eliminate this responsibility and allow the Vice President to take on special assignments that occur from time to time and/or direct important ongoing activities, such as gaming, which the current Vice President has done.

5.11.2 The Vice President shall:

5.11.2.1 preside over meetings in the President's absence,

5.11.2.2 assume the role of President in the event the President becomes incapacitated or can no longer remain in office.

5.11.2.3 liaise with other Directors as required for Club events.

5.11.2.4 undertake special projects as agreed by the Board.

11.5 Financial Signing Authorities

Rationale for proposed amendments to Article 3 – The existing article prescribes that the Treasurer must sign each cheque. The intent of the language was to ensure that the Treasurer is informed about and responsible for all club expenditures. The amendment is designed to improve accountability for the management of club finances,

11.5.1 All Directors shall have signing authority for the accounts of the Club.

11.5.2 NEW No Director shall sign any cheque that is payable to him/herself.

11.5.3 The Treasurer and one other Director with signing authority shall sign each cheque drawn on the monies of the Club, **except as specified in Article 11.5.2.**

Appendix H

Rationale for Proposed Increase in KPDC Membership Fees –

Effective Nov 1, 2013 – Oct 31, 2014

1. Financial Sustainability

To ensure that KPDC has sufficient funds to operate and carry out the goals and objectives of the organization, the club either needs to raise additional money or cut expenses.

The Board needs to maintain a contingency fund (a minimum bank balance that includes a carryover from one Board to the next). The contingency fund must be sufficient to cover the club's recurring operating expenses, which include but are not limited to Domain registration and web hosting fees, post box rental, Volunteer Board Development Training for current and future Boards, and Directors liability insurance.

(Please note: this year the Board voted not to purchase Director Liability insurance because it would have depleted the club's bank account. This is a serious risk because, without it, individual Directors can be sued for their actions in carrying out their duties.)

The Board plans to begin funding special projects in the park. These projects are discretionary; they can proceed if enough money has been raised through sponsorship, events, gaming and grants, and the balance in the contingency fund is sufficient to cover foreseeable operating expenses.

Corporate sponsors currently contribute more to the club's bottom line than club members do through their memberships. However there is no sure thing - no sponsorship or grant can be counted on and there are no guarantees that events and gaming revenues will generate enough revenue to cover ongoing operating expenses.

1. Inflation

Over the past 9 years inflation has significantly eroded the Canadian dollar. The \$5 membership fee buys about 25% less than it did in 2003. Inflation will continue to erode the club's purchasing power.

2. Membership Card Processing and Handling Expenses

With the introduction of the Corporate Sponsorship Program, KPDC needed to introduce membership cards and the Board needed to find a way to get the cards out to members as quickly as possible so they could begin receiving their benefits.

PetValu offered to sell, print and laminate cards and maintain a current membership database. In return, KPDC pays Pet Valu 20% of every membership sold to cover staff time, processing and handling.

Therefore KPDC only receives \$4.00 per member.

To increase membership and generate revenue throughout the year, the Board has discussed introducing PayPal. The technology will allow individuals to conveniently purchase memberships online. This will be an additional expense but it will make the club less reliant on selling memberships at the park a couple of times a year.

3. Value-Added Membership

The Corporate Sponsorship Program, introduced in April 2012, brought additional value to club membership.

In the past six months, through discounts at sponsors and club events, many of our members have recovered their membership fee several times over – essentially paying no membership fee at all, while actually making a profit.

It is only reasonable that members pay a higher membership fee for a card with benefits than a card without benefits.

Appendix I

Kilcona Park Dog Club 2012 AGM – Outstanding Volunteer Recognition

Grill Masters

Justin Davis

Craig Handkamer

Food and Beverage Customer Care Team

Maegan Carbotte

Michelle Carbotte

Kevin Gordon

Phil Werbiski

Food and Membership Sales Team

Rae Balbo

Tanya Hirsch

Toni Zacharias

Raffle and 50/50 Draw Sales Team

Al Bartlett

Barb Handkamer

Kathleen Kirkman

Kim Loeb

JoAnn Storie

Theresa Wiebe

Fido Doggy Day Care Team

Wayne L'Esperance

Sasha Emric

Photographers

Greg Conn

Vince Pahkala

Toni Zacharias

Marketing Guru

Kevin Gordon – special mention. Kevin designed and now maintains and hosts the club's web site. He's our go-to guy for all web-related matters.

Designing Women

Robyn Maharaj

Allison Machovec

Audit Team

Kim Loeb

Beth Proven

Those who can – do, those who can do more – volunteer. Please join me in thanking these outstanding volunteers!