

**K.A.R.E.S.
Keizer Animal Rescue Emergency Shelter
Keizer, Oregon**

November 6, 2007

The meeting was called to order by Carol Doerfler at 7:00pm. Members present were Karen Bracken, Carol Doerfler, Arlene Santana and Dorothy Woodbury.

Special guests included: Krista Rowland, Marion County Emergency Management Program Coordinator

Announcements

Carol Doerfler introduced special guest Krista Rowland and reported that there would be no KARES meeting in December.

Upcoming Events

Carol Doerfler reported that November 10th & 11th the Willamette Valley Kennel Club will be in Salem; Dorothy Woodbury will be setting up a KARES table with information about our group.

Old Business

Carol Doerfler Personal Goals – Carol reported that her goals remain the same: Drills, Recruitment, and Resource Book. Carol had no update on her goals.

Core Group Goals – Carol reported that the Core Group Goals remain the same: Drills and Back-up MOUS. Carol had no update on the Core Group Goals.

New Member Recruitment – Carol reported that she is in the process of making contact with three people who have shown interest in becoming members. Krista Rowland inquired if KARES is associated with EVAK. Carol reported on KARES affiliation with EVAK.

Back-up MOUS

Fencing – Dorothy had nothing new to report.

Set-up Sites – Carol reported that the MOUS with the Oregon State Fairgrounds is completed and has been signed.

Generators – Mary Ann was not in attendance and there was nothing new to report.

Tents – Dorothy had nothing new to report.

Pet Groomers – Gerrie was not in attendance and there was nothing new to report.

Secretary – Carol reported that Karen Bracken has agreed to take over the duties of Secretary.

Treasurer – Carol reported that Arlene Santana has agreed to take over the duties of Treasurer. Carol requested that Arlene set up a time to meet Debbie with the City of Keizer and then Carol handed over the petty cash.

T-shirts & Jackets – Carol reported that Arlene Santana has agreed to take over the responsibility of the t-shirt and jacket inventory. Carol then gave Arlene the KARES inventory.

Keizer Fire District Open House – Carol reported that the open house was well attended and had great participation of the KARES members. Karen Bracken reported that because the open house draws such a large crowd KARES should limit the number of KARES participants to only two or three.

Willamette Valley Kennel Club – Carol reported that Nancy is available to help with the booth at the Kennel Club on November 10th & 11th. Dorothy reported that parking is going to be \$3 per vehicle. Carol suggested members who are participating at the booth take parking money from petty cash. Dorothy then reported on which KARES materials she would have available at the booth.

Vet Technicians – Carol reported that Gerrie Smith has agreed to take over the responsibility of the vet techs. Gerrie was not in attendance so there was no report given.

Procedures – Carol reported that her and Nancy are currently in the process of reviewing the procedures and have almost completed that project. Krista Rowland inquired about the KARES Resource Manual and offered the Marion County Emergency Management Resource Manual to use as a format.

Newsletter – Carol reported that Karen has completed the newsletter and it is ready to be mailed. Karen suggested that KARES mail one newsletter annually instead of two; a fall newsletter could include a re-cap of the years activities with a postcard in the Spring announcing all of the activities of the Keizer Iris Festival and an invitation to participate in the Mayors Walk.

Computers – Carol reported that she has three computers donated to KARES by the City of Keizer. It was consensus of the KARES members in attendance at the meeting to give the computers back to the City; members are comfortable using personal computers for KARES and saving all information on memory sticks.

New Business

Animals In Disaster Training – Carol reported on a class being offered at the Polk County Fire District “Animals in Disaster Training” and encouraged KARES members to attend.

Badges – Carol reported on the status of KARES members getting identification badges that are KARES specific.

Member Reports

Events/Publicity – Dorothy reported on the Avamere Court Retirement “Harvest Fair”, City Hall “25th Anniversary”, and the Petco “Costume Party”. Krista Rowland reported on an upcoming dog show in Salem and invited KARES to participate. Carol reported that because KARES is a Keizer based group, they participate in Keizer activities only.

Foster Program – In Nancy's absence, Carol reported that she has received two more names for the foster program and that Nancy would be making contact with them soon.

MOUS Database – In Nancy's absence, Carol reported that Nancy is still in the process of reviewing the MOUS Database.

Treasurer Report – Arlene gave a favorable treasurers report.

Round Table

Carol Doerfler – Carol requested core group members review the “set up & volunteer positions” chapter in the procedures book and be prepared for a workshop in the spring.

Krista Rowland – Krista reported on her goals and intents with KARES.

Arlene Santana – Arlene had nothing further to report.

Dorothy Woodbury – Dorothy inquired into having volunteers set up kennels and crates during a KARES disaster instead of the core group members; that would give the core group members more time to get paperwork and essentials organized. Dorothy then reported that KARES was donated a “Precious Moments Doll” and is wondering how to sell it. Karen Bracken reported that she would look into selling the doll on Ebay and report back to the committee.

Karen Bracken – Karen had nothing further to report.

ADJOURN – Carol Doerfler declared the meeting adjourned at 8:20 p.m. The next regular scheduled meeting is Tuesday, January 8, 2008 at 7:00 p.m.

Respectfully submitted,

Karen Bracken
Secretary