

Westgrove PACK Board Meeting Minutes 7/15/2020

In attendance: Melissa Pandin, Jeff Pandin, Anne Street, Emma McAlary, Liz Yap, Hanna Beard, Phanna Pek and (on phone) Megan Kesling .

Meeting started at: 6:00pm

Agenda

I. Chair's Remarks -

Melissa welcomed and thanks our new interim board members Hanna (Director of Operations and Phanna(At-Large).

II. Treasurer's report —

Our cash on hand is \$4234.50 cash on hand as of today. Jeff ran the cash flow taking into account the \$1258 we raised in June on HDFN and Caretaker Saturday. We are in good shape for the remainder of the calendar year. We will be about \$666 short in the first quarter of next year. We will need to do a little bit more fundraising this year to take care of grass renewal for next year. Anne mentions the deposit of the giving jars that she deposited at the bank. Jeff says if our fundraising in July and August goes anything like June's then we can get over the first quarter hump. Phanna asks if this is a normal amount of cash in the bank. Jeff explains that it is a little lower than it normally is because of the water fixture that we just put in and we haven't done a lot to raise money during the pandemic. We still need to be cautious about new equipment/purchases for the park for the rest of the year.

III. Old Business -

- a. July/August Caretaker Saturday - Melissa recaps June's Caretaker Saturday first. We got a couple of new members and a few sustaining members renewed. We will be back out at the Park raising funds and educating users this coming Saturday (July 18th) from 8am-4pm. We chose August 8th for the following CTS. We then chose August 8th for the following CTS.
- b. New water fixture evaluation - We are getting a little bit of a puddle around the new water fixture, which isn't a huge problem. We just need to extend the gravel from 5 feet to about 10 feet. We don't think this will be hugely expensive. It will probably need 6 to 8 inches deep of gravel. We will do this on our work project day (August 1st) We can announce it on Facebook and hopefully some park users will come out and help. Otherwise, it will just be the board. We've decided to start at 7am when it is still relatively cool outside. We need to get permission from Phil (county) to be there earlier than the park opens. If it is raining, we will move the work day to August 2nd.
- c. Lucky Dog Event -

All we know at this point is that the event happened, but they haven't emailed to give us an update on how many dogs were adopted or to say "thank you." The board members who were there agreed that it wasn't a positive experience. It was a private event and they were not nice to our park users. They wouldn't even let our park users pet the

dogs. We did not realize it was a private event until after we put in on Facebook and on the kiosk. They informed us later, so some people showed up looking for dogs that weren't on the list. It was also miserably hot. The dogs seemed miserable. There was no shade for the dogs. A few attendees went outside of the park with their potential adopted dogs to sit under the trees.

Anne suggests we tell Phil (maintenance lead) about this. We should suggest that he shouldn't say yes without asking us first. They needed to be clearer about the nature of the event —public or private. We think there was a communication break down. Melissa said she will be clearer with them next time because she realizes something like this can happen now.

d. Sign Project -

Jan Speakman took care of the sign project. They won't be on every fence post since we didn't have quite enough money. It will take a couple of weeks to make and deliver since the sign people are delayed from the pandemic. It is budgeted for \$1000. So far, we've paid \$753. We will have to buy some hardware so it should come in a little under \$1000. The signs are metal, but not reflective with white numerals on a green background. She rejected black on yellow. We need to mount them when they come in. If they come in before the work day we can add that to the list. We will zip tie them through the grommet holes.

e. Sandwich board -

Jeff redid the sandwich board. He went with sheet metal on the existing board. Then he put chalkboard paint over it. This was on the advice from the hardware store guy. It is now smooth to write on it. Hopefully, it lasts through the rain. We will monitor that. Hanna will check for the fat markers at Target. The skinny ones drip a lot more.

f. Invasive Species Project

It is being tabled until Fall because of the heat. Also, finding a work group during the pandemic is hard. However, we can pull the english ivy whenever we want.

g. Agility Project -

Friday is Barry Spangler's memorial HDFN. We are dedicating it to Barry. We have a donor who has said —for every dollar that is donated they will give four dollars, up to \$4,000. The Unleashed Pet is supposed to donate a basket for HDFN and CTS to help us raise the money.

Anne behind table with raffle baskets so park users can come up and talk to you. She will be far enough away behind the table to keep a social distance. We will display a few pictures of Barry and pictures of the agility equipment we are dedicating to him.

We will get hamburgers and chili too. We won't allow people to serve their own chili. We won't have chopped onions, etc. Or any dessert except from Melissa.

Jeff will make a donation link on the website for people who don't want to come, but want to still donate.

We will continue raising money for the equipment through Caretaker Saturday. If it rains on

either day we will put up a tent.

h. Entry improvements -

We have a plan to pave the other vestibules like we did the one near the kiosk. We want to pay for that with memorial pavers/bricks. For example, someone pays \$75 and it costs us \$20. We need a project manager to do the research on how much they would actually cost and how much we should sell them for. We also need them to research how many pavers we need. When we have this information, we can start advertising at Caretaker Saturdays. Our project manager can also talk to the landscapers who did the pavers under the benches. They can probably give the PM an idea of how much the labor cost would be.

Anne mentions that it is probably a good time to sit down with Phil to keep him informed of what we've accomplished and what we want to accomplish. Anne will set it up.

IV New Business

a. Covid posts on Facebook -

Both Liz and Melissa have gotten a complaints about the amount of non-dog related, Covid posts. Melissa private messaged the person who is posting them. She stopped for one day, but continued the next day. We discuss three options. We have the option of letting it stay as is. Some people might stop viewing the Facebook page. Or Melissa can tell her to stop again. Or three; We can block the person if they don't stop. We decide that the second option is best and we will only block after we make sure the person has gotten the messages from us to stop and still doesn't stop. We discuss our Facebook group rules. We don't really have any except that we want to keep the it light and fun, but also give updates about the park. Since we are a moderated private group we can block as we wish.

b. Virtual Fall Festival -

We don't know how to make it work yet, but we obviously need a fall fundraiser. Do we get a bunch of raffle baskets and post them? Can users send the money through PayPal? There are any number of things we can do. We will need to flesh that out. We need someone to step up and run it. Online seminar? Event ? Emmavet?

Emma will start brainstorming. We can talk about it again in August.

c. Board member description -

We need to fill positions and we have election in Oct. The biggest set back for people not joining is not understanding what they have to do in each position. We need to write the commitment and expectations clearly on the website. We will each do a little write up of what we do in our positions and send it to Jeff so he can put it on the website and

make a flyer for the table at Caretaker Saturday.

V. Adjournment

Meeting Ended at 7:22pm