

Westgrove Pack Board Meeting Minutes 6/17/2020

In attendance: Anne Street, Jeff Pandin, Melissa Pandin, Liz Yap, Megan Kesling and Emma McAlary

Meeting started at: 6:00pm

Agenda

1. Old Business

a. Completed Projects

Drainage -

We discuss how we are impressed that the drainage is apparently fixed after 5-6 years. We have noticed no standing water after hard rain so far this summer. The real test will come in the fall/winter. We will continue to monitor it.

Water in the south end -

The fixture looks great and is working well. We have noticed that metal bowls are showing up after we've removed some from the park. We have decided that we want to keep the bowls at a minimum to thwart disease transmission. We also want people to be more active and closer to their dogs. We will remove the bowls if we see them. Users can bring their own personal bowls as long as they take them home.

We decide that it is important to communicate this

We discuss it more. We decide we are going to advertise it as a new policy since we just put in a new water fixture with an attached draining bowl.

We decide we can put signs up at the park. We will also put it on facebook and discuss it in the next chair's letter.

We decide our deadline of getting this information out will be next Tuesday the June 23rd. This will give users a week to learn and we can begin removing new bowls that are left at the park on July 1st.

Liz suggests we collect them, but don't throw them away. We discuss a plastic box near the shed. If someone forgets a bowl in the park and we remove it the user can retrieve it later from the bin so they do not lose out on the money they spent on it.

Turf Renewal-

We also did turf renewal, but we didn't do soil improvements around the patios. This area looks much better due to lack of traffic over the past two months. We will continue to monitor during the hot weather and see if anything needs to be done.

b. Restarting Projects

Fence post numbers -

Jan Spearman had agreed to be our project manager for this project. Melissa will contact her to see what progress she has made.

Cement Pond -

Scott Erb and Yvonne Kindcaid have agreed to head this project. Melissa will also reach out to Scott to start working on this. We need some serious estimates and we need to plan its location in the park.

Hillside/Invasive Species Project -

This is Emma and Anne's project. They still need to do a volunteer workday somewhere else in the county before they can schedule a work day at Westgrove. The park authority has not had any work days for a few months because of covid. They are slowly starting them up again. Emma and Anne will schedule their work day as soon as dates become available.

The county does have a group of volunteers ready to help us when we schedule a work day at our park.

Trees-

River birch outside of park is dead. We haven't decided when it will be removed and replaced.

One tree in the park with the bench around it is kind of dead. Last meeting we talked about getting an arborist for the inside tree to get an opinion. Based on their advice we will make the inside tree a fall project. Melissa will contact someone.

Agility Equipment -

Anne has been in contact with Tree Top Products. The person she has been conversing with sent her some estimates made up of different equipment combos. It gives us an idea what the cost might be with delivery fees and taxes. We estimate it to be around \$5460.53. We have a donor that is willing to donate \$4000 of the money. We do not have a recreation fund to front the extra \$1400-\$1500. We will have to raise it. We decided it probably won't be hard to raise the rest of the funds. We talk about how to advertise it. We decide later at the meeting that we will have a memorial Hot Dog Friday night for Barry to raise the remaining funds.

Anne says we need to run it by Phil for good measure even though the structures will not be permanent. It will have cement feet so it won't blow over or get stolen.

The timeline of completion is based on raising the last \$1500.

Anne also asked the person at the company if we could go any see any of the equipment in use, but the person said they don't maintain zip-codes of where they have sent their equip-

ment. However, Melissa brings up the fact that we bought and liked their benches so it should be good quality.

2. Treasurer's Report -

We have \$14,008.81 in the bank right now. We have a bill coming up for the water installation, but Jeff isn't sure of the exact amount yet because we ran into a few unforeseen things.

It will be somewhere in the neighborhood of \$9500 or a little more. Once we pay that bill we will have \$4,508.81 in the bank.

We have some passive income coming in (ie sustaining caretaker, amazon smiles.) If we assume it stays consistent (if we did nothing to fundraise or spend any of the money) we would make another \$3900 over the next three quarters. This would bring the total to \$8408.81.

Our unexpended budget is \$8798.54. This would leave us underfunded by \$389.81. We are in the hole.

We decide we do not want to end in the hold. We should have at least next year's first quarter funded and ideally the whole year. A goal of \$8,000-\$10,000 would be ideal.

We must fundraise.

3. New Business

a. Lucky Dog Event -

On the day the dog parks opened we got an email from Lucky Dog asking to schedule an adoption event. We discuss if we can have events in the park during covid and we decide we don't see why not. They asked if they can have their event on July 5th from 12-2pm. We decide that the date works for us. The north end will be closed for the event so they can let their adoptees run free. As far as the board is concerned, we only have to host the field and a few of us should be there to make sure things are going smoothly. We can also answer questions as to why the north end is closed during this time.

Emma will make a sign for the kiosk.

b. HDFN -

We decide that we can manage Hot Dog Friday Nights with a little bit of prep. We usually don't have more than 50 people gathered.

We will ask people not to bring extra food.

Will will ask users to eat and then go back into the park to clear space.

Will will also get individual mustard and ketchup packets so that we are not sharing larger bottles.

We decide will will serve the french fries in individual packages instead of putting out the big tray.

As time moves forward we can reassess bringing additional food and implementing or taking away other precautions.

We decide our first HDFN will be Friday, July 26th at 5:30pm

We decide that July 10th's HDFN will be dedicated to Barry Spangler. All the money we raise during that evening will go towards the new agility equipment that will also be dedicated to him.

We will start advertising the July 10th date at the first HDFN. Emma will put a flyer in the kiosk.

c. Fundraiser -

We decide we definitely need a way to fundraise, because we won't be able to have the Fall Festival this year. We discuss ideas.

Could we put together a very fabulous basket and sell raffle tickets? Then we pull winner on Sept 1st? Or could we do this periodically?

Could we do an online raffle and sell tickets through PayPal?

We think it would be more fun to see the basket in person at Caretaker Saturdays. They could buy raffle tickets on those Saturdays or at HDFNs.

Do we ask businesses for stuff? "You give us goods, we give you a page on our website?" Give them permission to site us on their advertising. Also, put literature at the park? We discuss options.

We decide we need to advertise our goals for the money, because it is usually easier to collect than just randomly saying that we need money.

Our goals besides mowing and maintenance are the cement pond and the agility equipment.

-Cement Pond built. We need a number so we can tell people what we are raising money for the pond and paving the vestibule and path towards it.

-Agility equipment. We think that will come easy.

We also talk about getting a new sandwich board for announcements. It is terribly hard to write on. Do we get a new one or do we reconfigure the old one?

We talk about options.

We talk again about the fundraising basket. We decide that it will have a dog washing theme.

We table fundraising until the next meeting.

d. Caretaker Saturdays —

We decide that our first Caretaker Saturday will be June 27th. 8-4 pm. Emma will make a flyer.

e. Director of Operations—

According to the bylaws we are allowed to nominate someone to fill the position until the Oct elections. Melissa nominates Hanna Beard. Anne seconds the motion and Liz thirds it. The board unanimously agrees.

f. Base at the water fountain -

The gravel around the base of the new water fixture needs to be a little bit bigger. We can do that together on our special work day.

Melissa asks if we want to talk about putting another water fixture in the south end. Jeff says pending on where we decide to put it, it will probably cost the same amount at the first. We decide that it is so far into the future that we don't have to put it on a list yet. We decide to prioritize other projects.

Jeff reminds us that the new water fixture is not cold weather/ice resistant so we will have to turn off the water on Nov 1st. Will will then turn it back on when we open next spring like the other parks do. The North end fixture will still be on. We will make sure the announce on facebook when this happens.

g. Clean-up day—

We decide we don't need a clean up day since the park has had almost no traffic and everything is looking good.

Instead, we decide on a special work-day for the board members.

h. Chair Letter—

Melissa will send out a Chair's Letter by next Tuesday with the information about new water fountain , bowls and dates for events. She will also remind people that we have empty board seats and more are up for election in Oct.

4. Other Business-

River Birch Inside Park -

Liz brought up her concern for the new river birch in the south end of the park. It looks like it isn't doing too well because of all the dog pee. She asks if we can consider a bench around that tree to protect it. Unfortunately, Jeff says we don't have it in the budget to do it asap. It would be cheaper to buy a new tree. We start to talk about getting the flexible orange fencing to put around the tree to protect it from pee as it grows. We decide we'd probably need about 20ft. It is better to have extra than too little. The pack will probably have to buy the stakes. Melissa says she will email Phil to see if he has any of the fencing to supply us.

Burned Grass-

Liz also brought up the fact that the new grass might burn in the summer heat. We talk about the cut length that the MOU stipulates and that should help protect it from burning. Also, the weed that grows with it is extremely tolerant.

Fence near north end vestibule has big gaps-

Jeff has adjusted them in the past. This happens because people open up the gates backwards and they get wonky. We discussed buying “push” and “pull” signs to indicate which way to open the gates. Liz will research those and email the info the pack for a decision.

Common sense brochure -

Liz will also research the cost of printing new black and white “common sense” brochures. We can keep them in the shed so each of us can refill the box when it gets lows.

Blue Bird Houses—

Jeff says that someone is donating five blue bird houses to the park. They love open fields and help with mosquitos. Yay!

General Meeting — We decide the next one will be in Oct.

Next board meeting— July 15th. 6pm. Location TBD

Covid contamination— What will we do if someone says they’ve gotten covid at the park or on HDFN. We decide that we will follow the guidelines that the authorities lay out in the event that that happens.

We also discuss how we do not have the authority to remove any one from the park if they aren’t following guidelines.

Meeting ended at 7:44pm