

## Westgrove P.A.C.K Board Meeting Minutes 10/9/2019

In attendance: Jeff Pandin, Melissa Pandin, Marissa Vesay, Kathy Seikel, Liz Yap, Anne Street and Emma McAlary

The meeting started at 6:00pm

### Agenda

#### 1. Old Business

##### 1. Oct Meeting with Dan Sutherland and Jeff Winkle

Jeff Winkle has taken Todd's position. Melissa, Jeff and Anne had a meeting today with Jeff, Dan and Phil. They gave the P.A.C.K a nutrient management plan from an FCPA grass specialist. It tells us what kind of fertilizer we need and how much specifically tailored to Westgrove Park. They also gave us a list of what grasses would work. None of it is mandatory, just choices. They said if there is anything on the list that we can't find they would help us find it. They have county discounts with many vendors. Anne asked if they have an Earth Sanga discount for native plants and they said they would send it to Anne.

Both the County and the P.A.C.K. agree that the park should close as little as possible. They agree to sit down with us and discuss/guess the length of closure time. As it gets closer to seeding time and we've assessed the weather they will sit down with us again and come up with a better estimate. Dan said if we want eight weeks, ask for ten just in case.

We do not plan to close the north end (small end) of the park except for in early Nov when they fix the drainage situation.

Anne thought it was interesting that the current county standard for dog parks is now stone dust AND crab grass according to Dan.

They agreed that the next between the County and the P.A.C.K would be in early Feb.

The mud abatement project is on the top of the list. That will begin in early Nov and take about a week.

Anne explained that Dan came up with a list of things we didn't ask for, but the County is thinking about (not promising) doing. This would depend on the current park bond referendum going to vote in Nov. The only thing planned right now is to fix the pavement/repave.

He said they are looking at putting in additional parking and changing the parking pattern. It would be front end parking. This means they would have to address the widening the road.

Kathy asks if we will lose some of the grass border around the fence. Jeff suspects we will lose some of it.

It would make more spaces that are easier to get in and out of.

We hope the ditch would go away.

He is also looking at burying the over-head power lines. When he said this Anne asked for power in the park. He said they would study the feasibility of that when they did their planning.

He also said that when they put in the south end water faucet they will redo the north end water faucet. too, because Phill admits they did it wrong and it does not have a drainage sump.

They discussed the trees in the park and a river birch in the low spot near the picnic bench in the South end has been approved. Anne said she would tell Hybla Valley Nursery where to plant, etc.

Dan suggested two Thomas Jefferson walls to protect the trees in the middle of the park, but we are already putting benches around the trees.

Dan said that they want to be kept apprised of our future park plans and if anything changes it is ok. Just keep updating them.

They also liked the idea of a sprinkler system for the park, but they would want it on the fences and not on the ground so that the dogs do not trip.

Dan said the county will pay to replace the backs and the seats on the permanent benches. They are talking about synthetic material. Maybe they will use wood as a temporary solution until they find a better solution. He said they might replace the whole bench, but if not they will definitely fix the seats and backs.

We discussed the park referendum and Anne clarifies that the only money allowed to us now is to fix the pavement. We won't find out if the referendum passes until after the election. There will not be a list of projects on the ballot.

Melissa asked Dan about numbered signs for the fence posts and the County explained that they don't make them, but will give us the name of the vendor that does. **Melissa will follow up.**

Melissa said that we will send our current drawing of the park plans with a list of the projects after we vote on them at the general meeting. She explains that the county is not asking for budget number, they just want a list. She also explains that this does not mean they are going to do the projects. It is just a wish list. They also said they want our wish list to go far into the future. If they see what we want it might alter the County's plans. They might push up some of their projects and do them in tandem with ours.

Also, as we get ready to do a project we will send them details.

Marissa asks what we should be telling the membership at the next general meeting. She also suggests a survey asking about the members priorities.

She says we need to rough out the list of pending projects that haven't been budgeted yet and prioritize it.

We discuss that we will remind the membership what we've already budgeted out and voted on. We will also present them with a list of potential projects and update them on our conversations with the county.

We can definitely update them on the water in the south end and discuss where this fixture might go. We want it close to the shade canopy, but not too close.

Melissa says this is a discussion for another day.

Marissa suggests another ad hoc meeting to figure out before Oct 16 what to present at the general meeting.

We discuss how to present the next steps to the membership at the general meeting. We discuss a proposal for comment at the meeting.

More discussion ensues about what to present and how to ask the membership.

Anne suggests making sure sure that we explain that we will never be able to give a timeline because it depends on county. We have no control of it.

#### b. Treasurer's Report

We are both raising money and spending money successfully.

B&H = 16,023.42

Paypal = 685.60

Total = 16,703.02

This number reflects the amount of money we have left after having paid for the pavers and benches.

#### c. Email protocol

Melissa explains that with the Fall Fest there were some issues with the email. Anyone on the Board who wants to check and read the email can, but it is Emma's job to forward the emails where they need to go. No one else does it.

#### d. Invasive Species Project

Anne and Emma explain that they have done the County's training, but that they still need to schedule a day to help out at another park to complete their training. They will get together to discuss a date. Afterwards, they will start planning for a fall/winter project to start cleaning out the invasive species at our park. Melissa explains that this project could take three years.

## 2. New Business

### a. Lucky Dog Event

They couldn't come to the fall festival, but want to hold an event of their own on Nov 2nd. Melissa said she followed-up with them to confirm this date, but she hasn't heard back yet. When Melissa has the info she will pass it along. She explains they are taking care of the permit.

Anne reminds Melissa that the county wants to come and fix the drainage in early Nov so we must keep on top of that. Melissa thinks that the county will not come as early as Nov 2nd. It will be up to the Board to notify both parties if a conflict arises.

### b. Fall Fest Recap

Marissa says she got a lot of compliments about how the Fall Fest was organized and run. The vendors were very happy and said they would like to come back.

The only critical feedback was that we needed a louder P.A. system.

People who came last year said that this year was less overwhelming and easier to enjoy.

We had two sustaining caretaker renewals and one new sign up. Five other people said they would sign up online, but haven't yet.

There were a lot of new people that visited the park that learned about us because of the Festival.

Some asked for a volunteer sign up list.

Raffle was incredibly successful and was our largest money maker.

Board suggestions:

We need one more person and one more table at the caretaker area. It takes three people.

We don't need costumes for the photo booth.

Parking was fine.

Total number (tentative): 3,145.50

Last year's number: 2,903.

#### c. Elections

We have open seats and we don't know what to do about it. Membership/Fundraising is going to go unseated and it is a problem.

Besides Membership and Fundraising we have Vice Chair and three at large positions open. Anne will run for Vice-Chair again and Megan and Liz will run for their at-large positions again.

We decided to put word of in a Chair's Letter.

We discuss a few potential candidates.

#### d. Park Brochures.

Liz had a sponsor for the them last year. Melissa asks if we want a new sponsor this year or so we want to print them ourselves? She explains that if we have a sponsor, we need to vet them.

Kathy says as a 501c3 she doesn't want a sponsor. Jeff says at the treasurer he wants a sponsor.

We vote on it. No consensus.

Jeff asks if we can go to Burke and Herbert and ask them to sponsor us.

Because we don't need brochures immediately we table the discussion for next meeting. We will think on it.

Liz asks if we can get another take-one box. Melissa says yes. **Jeff will order it.**

#### f. Agility equipment

If possible, Melissa says it would be nice to have our own agility equipment. We as a board—should suggest as a project we buy it. We can put it out for Hot Dog Friday Nights and other special events. We would not leave it out all the time because we know it would not be taken care of.

Anne asks about permanent things and not plastic, temporary agility equipment. . We discuss this more.

Should we do a survey? Do you want a permanent agility proposal in the park?

**We decide that Jeff will price a non-permanent solution to start with and we can go from there. This can be an on-going discussion.**

#### g. Canine Cardio

We have had complaints. Do we find her email and email her ourselves or do we report her to the park authority and let them take care of it?

Marissa says we need to direct members to voice their complaints to the county.

We discuss that as a pack we need to remind users at the park what the rules are. She should be talked to and it should be documented.

As a Board we decide that if we see her we talk to her and tell her we can't enforce the rules, but we can inform her of them. Part of this information would be to remind her that if the County finds her they can keep her out of the park for good. We decided that we will follow-up any discussion with her with an email to her. We will summarize the discussion. We need documentation.

We discuss that we should do a Facebook post about the top three rule violations (children under 9 in park, poop pick up and too many dogs per person).

It would be more of a PSA. We can also put it on the website.

A general advisory letter should come from Melissa. **Melissa will put in her Chair letter.**

**Emma will make a flyer** and put it in kiosk with top three rules.

Marissa suggests that when we bring forward these three rules remind the users that there are also other rules. We can reference where to find the other rules.

h. Benches delivered on Friday for trees

Emma is on call for delivery. We will need volunteers to put them together on Saturday.

**Melissa will send a note to all the board members to see if they can help at 10am on Sat.**

### 3. Other Items

a. Anne wants to know exactly where the river birch tree goes. The board is meeting to decide to put the water feature. We can also decide where to put the tree. **Melissa will send out an action item.**

b. Dan Storck asked about the bathroom at the Fall Fest and Liz explained about the ADA compliance rules and how it became too complicated and expensive so we decided not to pay for one at the park. Dan said he would take care of it next year. We will keep our fingers crossed.

#### c. General Meeting and Facebook Live

Melissa thinks we shouldn't do it anymore because people stay home and watch it and don't come to the meetings and participate. Other members think it is important to have. Liz explains that at least it keeps them informed. Marissa says they've been told that they can participate and vote if they do not attend in person.

We vote on it and decide we will keep doing Facebook Live at general meetings.

Meeting ended at 7:32pm.