

## Westgrove Park Board Meeting Minutes 7/29/2021

In attendance: Jeff Pandin, Melissa Pandin, Emma McAlary and Liz Yap

Meeting started at: 7:00pm

### Agenda

#### I. Treasurer's Report -

We have \$22,677.23 in the Burke and Herbert bank account. We have 1,222.01 in our PayPal account and \$15.00 in our Venmo account for a total of \$23,914.24. More than half of this money is allowed to the brick paving project, advertising budget and for the maintenance for the rest of the year.

We have \$10,426.98 of that money uncommitted so we are already in very good shape for next year!

#### II. Brick Project -

We've sold 108 bricks!

Melissa and Emma will meet on Monday to go over everything to make sure all orders are correct.

Emma followed up with landscaper about price of treated wood and boarder bricks. He didn't get back to her so Jeff and Melissa will follow up with them when they meet him in the park on Saturday.

We discuss if we want the landscaper or the brick company to provide the blank bricks. It is noted that the landscaper already quoted the price of bricks in his price estimate. When Melissa and Jeff meet with the landscaper, they will follow-up with this. We will be able to make more decisions next week.

#### III. Fall Festival -

We decide that our Fall Festival will be abbreviated with just a chili cook-off and a picture booth. We will also grill some hot dogs and we might have a few raffle baskets.

We discuss the raffle baskets a little further, but have not come to any conclusions on whether we want to have them or not. We decide if we do them, we will set a dollar limit for each one.

We table picking the Fall Fest date until August's meeting.

#### IV. Water Update -

The water fixture in the south end of the park was fixed, but it started to leak sometime this week. A park user called Melissa to let her know about 4pm today. Jeff went over to check it and it was bad. He sent a picture to the plumber and the plumber came right out to take a look at it. He determined that the problem was internal. He will be back tomorrow to fix it and we

will not get a bill for it because he admitted that it was caused by the work they did to fix it initially.

We also discuss that we have to figure out how to winterize the water fixture this year so it isn't a problem again in the spring. We discuss the possibility of the plumber draining it with compressed air. We will figure out what that would cost. We also previously discussed taking off the lever and putting a sign that says it is turned off for the winter.

#### V. County Meeting -

Anne, Jeff and Melissa met with the Park Authority regional manager and relayed that he didn't have any issues with anything we've been working on or plan to work on (i.e. vestibule paving, future cement pond and north end improvement projects, etc.)

They also talked about the possibility of security cameras at the park. He didn't seem to mind that either and they talked about how the PACK would have to pay for it and we would have to figure out how to loop and monitor it.

We talk more about the cameras. We suggest that only caretakers can get access to the feed as an extra incentive for being donating caretakers. We need to research the tech and where to put them.

#### VI. Open Board Seats -

We discussed what seats were up for election this year and which others would be vacant. The Vice-Chair, the Director of Operations and the three at-large members are up for election this year. The Secretary seat will also be vacant.

We discuss who might be a good candidate and how to find candidates. We talk about how PTAs do their emails and what works. We have to be very clear about the urgency of filling the positions and why it is necessary for the future existence of the park. Along with emails, flyers in the kiosk and social media posts, we know that human interaction will help fill these seats. We emphasize human interaction. It was most helpful in selling bricks.

We will definitely promote the elections at the next few Caretaker Saturdays.

We need to emphasize the need to regulars at the park. We have to explain what the board members do. That it is not hard work.

We talk more about the language that will go into these messages. Grass stays green because of the board, etc.

#### VII. Burner Phone -

We discuss if we want or need one for urgent park things —like poop bags being empty, water fixture is broken, etc. The faucet was said to be broken since Monday and we only found out about it on Thursday. We might need a way to contact the board that is more immediate than email.

We talk about Google business phone number which redirects the calls to a cellphone number. Instead of having to buy a burner phone. Instead of buying a burner. We can also make sure to

have a voice mail set up. Melissa will look into it. We would have to figure out who is in charge of manning the phone. Or we can redirect it around weekly or monthly in a loop to each board member.

There is a suggestion that would post the number on more than just the kiosk like under the canopy, on the water fixture, etc. This would make it more likely for them to call so they don't have to walk all the way to one spot in the park.

#### VII. Other Business -

Liz brought up the new sign that the county has screwed into the kiosk. It says something like the county does not endorse the views that are posted on the kiosk. She thinks it is misleading because the county works directly in partnership with us. Why would they put that message on the kiosk? Jeff surmises it might be related to non-board postings that are sometimes taped to the outside of the kiosk. Is this confusing? It can be interpreted in different ways. We discuss how it would be nice for them to make a sign saying the work in partnership with us.

Melissa says she will think more on it. She will think about what needs to be done and what we can say to the county. Jeff says it might not be that big of a deal.

Meeting ending 8:07pm