

Westgrove P.A.C.K Board Meeting 1/7/2019

Meeting started at 6:03pm

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

Agenda

Old Business

1. Treasurer's Report

We have on hand, a total of \$19,396.93

Jeff is still reconciling some numbers and will be back with a full report next meeting.

2. Giving Jars

The giving jars we've handed out this year brought us to a total of just shy of \$300. The board thinks this is great considering we started giving them out late in the year. We discuss that this type of fundraising slows down in the winter because there are less park users at the park to receive and fill up the jars. When the spring comes and we have more users and more events we believe that more jars will be handed out and the coins will accumulate.

Anne mentions that Burke and Herbert has raised their fee for the coin machine show she will begin investigation other options.

We discuss the process of how to hand out the jars in the future. If a user hands a board member a full jar we will immediately put their name inside of the jar. This allows us to know who donated it for a "thank you" message and for tax purposes.

3. North End Closing

Melissa has emailed Phill about the north end. The trench has alleviated some mud, but it is not where we want it to be. She has asked for a meeting, but she hasn't heard from him yet. He might not have opened that email until yesterday because of the holiday. Melissa will nudge him again next week.

4. Fence Numbers

We've discussed in previous meetings that we will go ahead with this in order to help users find their dogs poop. Melissa hasn't ordered them yet, because we still have to figure out the appropriate size. We know that will put them numerically on each post from 1-121. The cost will be just under \$1000.

## New Business

### 1. South End Closing

We have gotten a complaint about the south end not being closed. Jeff has drafted letter that we will respond with going forth. We acknowledge that the complaint does not come from a member of the PACK, but that a response is necessary anyway.

This leads to our discussion of whether we should close the south end or not. We discuss how if we close it tonight (because of the snowy conditions) it would be appropriate under the criteria that the MOU sets forth. However, that might not be a good idea because we'd push everyone to the smaller end making other users mad and creating more danger. We always start getting more complaints when the south end is closed.

The concern from the complainant is that the turf will be damaged, but the Board knows it will from previous experience. If we continue to do what we are supposed to do with seeding in the spring the grass will pop back up as usual. If we close the south end now it will just be for optics or perception that we are closing it for safety. In reality the conditions would be much less safe if everyone was forced to use the north (small) end.

We do acknowledge that we have to be sensitive to the mud causing slip and falls. We need to be alert to that.

We are doing what we think is safest.

Liz suggests that we say that we are working with the county in addressing this issue. Make sure it is clear we aren't the authority, but we have authority to make the decision.

Liz thinks that the south end is a danger and we should close asap—for slipping reasons and damage to turf. We have a discussion about it. We decided we are not damaging the turf. It has been a lot worse than this and it has sprouted back up. Also, as we discussed it will not be less safe.

Anne says every year we are going to do something different as an experiment until we find the best solution. It might take a few years until we find something that works,

Liz suggests more communication about it. Melissa thinks this is a good idea, but it is hard to get out more communication if only one person comes to our general meetings. She thinks there isn't a lot of response in terms of our communications. Anne suggests a "Turf Corner" on the website. We can direct them to the website instead of multiple emails or knocking on people's doors.

Jeff says he can make the website a little more friendly in terms of explaining. We believe that more people go to Facebook and Liz explains that working with our social media outlets will help drive people to the website. She explains how it works as a marketing too. We agree. She says we should have regular reminders that we have a website and pops of info. Liz suggests putting a search bar on the site too. We agree.

We approve Jeff's response to the original complainant.

We begin to discuss when we will close for seeding in the spring.. Whether we close or not, and when people will complain either way. Anne suggests that we table the discussion until we have our meeting with the county. She suggests that we get them to weigh in as a courtesy.

She says we should say that the park is getting muddy and we are ready to making a decision about closing the south end. We will ask the county what they think. The Board agrees with Anne. We can also put this in the any outreach that we do—saying we've involved the county.

#### b. Blanket Drive

Melissa will call Fairfax animal shelter to find out what items they need. We discuss potential dates and decide on Saturday February 8th. We will announce through email, Facebook, etc that we are going to be in the park with a pick-up truck to collected blankets, towels and sheets for the shelter.

Melissa will also ask the shelter if they'd like to partner for this with a small adoption event. She says they can bring a few animals. If they can't or won't we can ask another animal rescue. The Board agrees.

Melissa will mention it in her next chair letter. Closer to the date she will send an email. Emma will put on Facebook.

#### C. Assistance to new dog parks

There are two groups asking for assistance in starting dog parks. Anne proposes that we invite them to her house on a Saturday or Sunday afternoon to answer any questions and give them advice.

We believe that they already have the property and will most likely ask questions about what to do now that they have the property. What do they need to do next? What kind of agreement do they need with the county, etc?

Anne will follow-up with both groups and let the rest of the Board know when this is taking place.

#### d. Caretaker Saturdays

We decide that we will keep doing Caretaker Saturdays because they are effective. We decide that they will start on April 11th and continue on every second Saturday of the month through October.

#### e. Fall Festival

It is a little early to be talking about this, but we've already received a request for Bonefide Canine Group to participate. From the email it sounds like they'd like to do a demo/show instead of buying a table. We agree that we will reply that we would be happy for anything they donate. We decide we will not pay them for a demo/show because we are a non-profit group and this is our annual fundraiser. We agree that they can put business cards or other marketing supplies on a table.

Melissa will follow-up.

#### f. South End plumbing

We know the county is on board and we are prepared. We decide it is time to schedule it. We believe it is easier to do that when the park is already going to be closed for seeding. However, we think it should be done right before seeding so the landscape contractor can cover and seed any area that gets disturbed by the plumbing installation.

Jeff will call the plumber. We discuss that we do not have to use the county's plumber because we are not using county funds. Melissa will let Phill know when Jeff schedules it.

We discuss that we have not ordered the water feature yet, but in previous meetings we have decided to get one with two dog bowls attached to the bottom. We discuss that it cannot have a human tap, because it will not be ADA compliant.

Anne suggest that it would be a perfect time to replace the one in the north end too. We agree that it makes sense that we look at that one too. Melissa thinks we should buy a nice one with the two bowls for that end too.

We also agree that the main problem at the north end was the improper installation and it's ensuing drainage problems. The county acknowledges that they did not do it properly and are willing to help us fix it.

This project is also weather permitting.

g. General meeting date/speaker (this item was moved to the end of the meeting see same notes there).

We discussed possible speakers for the next general meeting and thought that EMMAVet in Belleview might be a good choice. Liz Said she would pursue speaking with them.

#### h. 2020 projects

- Eastside cleanup

Anne and Emma will find a date to go for their last training. As soon as they get though that the Board can schedule a clean-up with the county.

-Fence number

We decide to tie this with a Spring Clean-up event. Someone can attached them that day.

-Agility equipment

A lot of users want it. We discuss that the more permanent equipment would be the only acceptable choice. We can get pictures and prices for the next general meeting so that PACK members can see them.

Anne says she will find out anything we need to know about price's and installation. Melissa agrees to find the catalogue for her.

## -Memorial pavers

We discuss selling memorial pavers as a fundraiser. The pavers would go in the vestibule between the north and south ends of the park. There would also be a four-foot ADA compliant pad right inside of the gate in the north end. We talk about doing the path to the water feature along the fence. It would then go all the way around to a new shade structure. Along that path would also be the new cement pool.

Melissa will start talking to Phill and will research on how to start the project.

We also have a discussion about where the memorial pavers would go if they did not go in the vestibule and near the gate at the north end. We discuss how dirt and mud might cover the names on the pavers. We decide that we will include a drawing of where they are going as we are selling them so people are aware. We decide that they can buy them or not.

Liz suggests that we reach out for volunteers for some of these projects (i.e. fundraiser pavers) because this is a lot for a small board to take on. We agree that we need a few additional project managers.

We discuss how a lot of people say they don't have time for a full commitment to the board, but would like to get involved somehow. We agree that doling out the projects would be perfect.

These project managers would come to our board meetings with updates or give the necessary info to Melissa so she can update the rest of the Board.

Anne suggest we should put a project page on the website with all the project managers listed. This way if a user has questions or suggestions they can contact the manager directly or a board member can direct the correspondence accordingly.

Melissa asks if we can make a suggestion form on the project page. Jeff said that he can do it. We would require a name and some forms of contact so that we can follow up with the user who has sent in a suggestion.

We discuss this is a good idea to get more people involved. We want to show that we value the communities opinions. It also shows how much work we do.

## Dates of the Calendar

### Next Board meetings-

Feb 4th at Melissa and Jeffs 6pm

March 3rd at Liz's

April 7th atAnne's

### Blanket Drive-

February 8th at the Park. Time TBD

General Meeting-  
March 4th 7:00pm-8:30pm at Martha Washington Library

Spring Clean-up-  
We decide 8 weeks from the day that seeding is done.

Do we want a speaker? What if no one shows up—which is likely?

We discuss the county or EMMAVet. We decide Liz will contact them and ask if they have a topic/program. Emma will contact Liz as soon as she gets confirmation of the date from the Library.

Tasks:

Melissa will: call shelter and find out what they need for blanket drive, give Anne book for agility stuff, inquire about brick project and do a chair letter.

Anne will: research agility equipment, follow-up with new dog park groups, coordinate with Emma for their next invasive species training for the eastside clean-up

Emma will: send out upcoming dates to all board members, coordinate with Anne for their next invasive species training for the eastside clean-up, update kiosk

Jeff will: set-up new page for turf updates, set up new page for projects, call the plumbers

Liz will: contact EMMAVet

Meeting ended at 7:40pm