

Westgrove PACK Board Meeting Minutes 5/17/23

Meeting called to order at 7:01pm

Present in person: Liz, Jeff, Scott

Present via Zoom: LeeAnn, Yvonne, Sam

Absent: Mike, Michelle, Andrew

Minutes taken by Jeff

Liz greeted everyone.

Treasurer's report:

Burke and Herbert Checking:	\$8,618.05
Paypal:	\$3,560.99
Venmo:	\$ 635.00

We are able to fund the operating budget for the remainder of the year and we have a surplus that can be applied to projects.

Old Business:

Turf management: South end is open. North end will be aerated. We shut off the north end fixture because it was leaking and creating a mud hole. We will get the plumber to make a repair, but that may take a while. The ultimate solution to this is to replace the north end fixture, which is part of the plan for the north end improvements.

Small Dog Area Survey: General meeting determined that a survey would be conducted on this subject. We need to determine who is the audience for the survey. We may need to have different versions for PACK caretakers and community members who do not currently use the park. Decided that the committee will review the text of the survey and make a recommendation. Committee was directed to make clear that this is an idea and not a promise.

Push-Pull and Dog Fight Signs: They have been installed. LeeAnn wondered if the Dog Fight Banner is adequately visible. Scott suggested that we could move it around to increase visibility. Decided that Scott & LeeAnn will move the banners every 4-5 weeks starting June 1. LeeAnn mentioned that they have gotten a good response, but they could use more visibility. Liz will have a third banner printed for the smaller end.

Gate Latches: LeeAnn has investigated pool-style gate latches, but she isn't sure whether they are ADA compatible. Decided that LeeAnn should continue to investigate and present a clear proposal to FCPA, who will determine whether the proposal is ADA compliant.

Caretaker Weekend: Wondered whether we can have a caretaker table at the first Hot Dog Friday (May 26). Decided that we can if we can adequately staff it.

Hot Dog Friday: This will start on Friday, May 26. Jeff and Melissa have worked up prices for sponsorships. \$2000 gets the whole season – 15 weeks – and a vinyl banner. \$200 gets one event with no requirement for staffing. \$100 is the basic sponsorship, which requires that the sponsor provide someone to man the grill during the event. Melissa is happy to continue to provide baked goods, but working the grill is getting to be too much for her. Need someone to step up for grill duty. HDF sponsors pay the PACK. Jeff and Melissa submit receipts for expenses. Sponsors are welcome to take the leftovers at the end of the night, but no refunds. In the event of a weather cancellation, sponsorship fee will be refunded. Jeff and Melissa will be unavailable June 2, June 16, and August 11. Someone will need to step up on those days or the event will be cancelled.

New Business:

Walking Path: We were contacted by Kathryn Wiley, who is interested in completing the walking path behind Belle View Elementary. That path is part of the Master Plan for Westgrove Park. The original intent was that it would be funded by the Greater Washington Safe Routes to School Network, but that didn't happen. The board would like to see the path completed, but the North End Project is a higher priority at this time. Board asked Liz to communicate to Kathryn that she follow up with FCPA to see what they need to initiate the project. We are supportive, but cannot provide funding at this time.

Poop Bags: LeeAnn and Sam will keep an eye on the dispensers and keep them filled. Sam can cover things in May and the first week of June. LeeAnn can cover the rest of June. Sam will cover July. Jeff requested that anyone accessing the shed be careful to fasten the top latch on the left door before locking it up to ensure that the shed is secure.

Trash Barrels: Yvonne mentioned that we've had complaints that the trash barrels are not adequately spread out. Liz will contact William Douglass at FCPA to request better placement of the trash barrels.

Take One Box: Liz asked whether we should buy a new brochure box. Board determined that we could post a QR code in the kiosk linked to a reformatted version of the brochure. Brochures can still be distributed on Caretaker weekends and at Hot Dog Friday while they last.

Sandwich Board: Board decided to reprint the existing banner at a size that fills the space and Liz and Kevin will relocate the sandwich board near the south end water fixture.

Meeting adjourned at 8:04pm.