

FRIENDS OF SPY POND PARK
1/29/2017 Meeting Minutes
32 Hamilton Rd. Apt 402

Present: President, Karen Grossman, Lally Stowell, Yvonne Chase, Sally Hempstead, Marshall McCloskey.

Introductions: At 7 pm, Karen called the meeting to order. We mentioned any of our recent experiences and impressions thereof of the park. Karen counted 22 geese at one time, and thinks this may forebode a more populous invasion this year. Marshall noted that the snow barrier for the shed is up. Yvonne, who stays in her daughter's house on Spy Pond in the winter, loves the park. Sally and Lally confessed to not being in the park much in the past couple of months.

Minutes of the December 4th 2016 annual meeting were reviewed and accepted as published. Karen noted that we have not been able to recruit a recording secretary as yet, and that Bev Williams is sorely missed in that capacity.

Treasurer: The annual report for 2016 given at the Dec 4th meeting was revised to reflect proceeds and expenses up until the end of the year. The checking account balance was \$20,296 on 12/31/2016. This agrees with our (Income – Expenses) figure within \$37.

It was noted that the \$1000 in Projected Expenses allocated to Plantings in this report will not be an expense, as no new plantings will occur until the CPA Edge Protection and Erosion Control Study is completed and funds allocated in 2018. Additionally, \$500 for painting the repaired bench in the park should be considered, as it is not sure that this can be done gratis with Arlington Public Art since Park Commission approval is pending. These are noted in the revised version on page 3 of this document.

Results from the November solicitation are essentially complete. We currently have 150 members, (151 according to Karen). The May solicitation brought in \$3,195 and the November solicitation brought in \$2,847. 65 members responded to the November solicitation, many with an additional donation from May.

Website: Fred Moses has restored access to a number of the database features. Access from remote computers was lost in late October due to lack of support from the software provider/seller, making it difficult to update the database and get reports as required. We can now update it remotely (Fred himself never lost access) and get several reports, such as member participation, dues/donations, current email addresses, etc. necessary for our smooth operation. Fred is adding convenient new features as well. The database itself is currently up to date, and Deepak Bidwai has posted everything current to the website.

Beautification: Lally and her committee have set the Work Day schedule for 2017. The time period for **all** Work Days has now been set from **10 am to 1 pm**. Previously, days in the spring and fall were from 1 to 4 pm. The rain date for each is the following day (Sunday) from 1- 4 pm, as before. This accommodates churchgoers, and gives things a chance to dry out... The 7 Work Days are Saturdays: April 29, May 20, June 24, July 22, August 19, September 23, and October 21. In addition, Fun Day is set for September 9, 10 am to 1 pm. Note that this is **not** a Work Day. Rain date, September 10, 1-4 pm.

Lally said that two different high school groups have volunteered to come and work in May, possibly not on the scheduled Work Day, but during the week, and not on the same day. She says she and perhaps an assistant or two will be able to manage them, i.e. provide access to the tools in the shed, collect waivers, monitor activity, etc. The main focus of the work will likely be removing accumulated leaves.

Karen will attend the upcoming Parks Commission meeting to see if we can proceed with a design contest for painting the repaired park bench in the playground. The Park Commission has certain standards in place regarding park benches with which we would need to comply. The artist will have to submit the established form if the juried process is approved.

Karen will also attend a meeting with the CPC in support of the Conservation Commission's presentation for getting CPA (Community Preservation Act) funds for Phase 2 of the Spy Pond Edge Protection and Erosion Control project.

The enclosed bulletin board to the right of the boat ramp at the end of Pond Lane has been fairly, if not considerably, difficult to open and close for a while. The bulletin board both sides (it seems likely there are 2 of them mounted back to back) have 42" x 30" aluminum framed doors and are mounted in a steel frame for viewing. The steel frame has been provided by one company, the 42" x 30" bulletin board(s) by another as indicated by plates on the assembly. Marshall has looked into it, and there is no record of the original purchase that the Town made in or prior to 2006, the Friends of Spy Pond Park, or with the companies involved. More than likely, the bulletin board aluminum frames have slightly warped over time. Unfortunately, the company or its successor that supposedly provided the bulletin boards does not now have a standard one of the proper dimensions. To get a bulletin board(s) of the right size would be expensive, on the order of \$1300 or more. However, replacing only the cork innards (the present ones are somewhat mildewed) might be done for less than \$100. Yvonne Chase indicated that her son-in-law could perhaps assist in resolving the door-opening problem. A motion was made, and Marshall was authorized to do whatever might be necessary to fix it.

Outreach: Betsy Leander-Wright, Chair of Park Activities, i.e. Fun Day, suggested to Karen that we might provide lunch for volunteers on that day. This was considered, and it was decided that a lunch itself might be difficult to manage, and that the type of snacks and food we provide on Work Days would be adequate. Karen will investigate the possibility of inviting a food truck(s) on Fun Day. Betsy is never here in August, and efforts will be made to find her a co-chair, and/or ideally form a committee to assist her with planning and maintaining contact with the several groups she brings in to make the day a success, as she has done so ably in the past.

Elaine Crowder is continuing to implement publicity for FSPP via ACMI, the Arlington Advocate, list serves and other media.

Sally Hempstead has arranged to have our display board in the Robbins Library for the month of July. Karen and Fred will provide new and more recent pictures for it.

Communications: Sally requested that the normal date of March 15 for the Spring Newsletter deadline for articles be extended to March 22 due to her travel plans. This was approved. There are two meetings scheduled for the Arlington Commission for Arts and Culture (ACAC), March 1, and March 16. Karen will send Yvonne information about these meetings, and Yvonne's daughter, who is deeply involved in the Arlington art scene, may go or find someone to represent FSPP there.

The meeting was adjourned at 8:37 pm.

Next Meeting: Sunday, April 2, 7 pm at Karen Grossman's: 32 Hamilton Rd, Unit #402, Arlington.

Respectfully submitted,
Marshall McCloskey

Friends of Spy Pond Park

Financial Report 2016

Marshall McCloskey 1/31/2017 (revised from 1/29/2017)

2016 INCOME		Totals
Dues – May solicitation	\$2,015	
Dues – November solicitation	\$1,180	\$3,195
Donations – May solicitation	\$1,662	
Donations – November solicitation	\$1,225	\$2,847
Dues + Donations (150 members)		\$6,042
Other Donations: Feast of the East	\$15	
Fun Day	\$50	
Town Day	\$18	
Work Days	\$20	
Total Other Donations		\$103
T Shirt sales		\$104
TOTAL INCOME		\$6,249

Friends of Spy Pond Park Projected Budget 2017

Projected Income

Membership Dues	\$3200
Donations	\$2300
Merchandise Sales	\$100
Miscellaneous	\$200
Total Projected Income	\$5800

Projected Expenses

Portable Toilet	\$1700
Beautification Committee	\$600
Solicitations	\$700
Newsletters	\$1200
Bench Painting	\$500
Misc (Web, fees, supplies)	\$800
Database repairs	\$1000
Total Projected Expenses	\$6500

2016 Expenses	Amount
Winter Newsletter	308.11
Donation - EcoFest	50.00
Spring Newsletter	271.00
USPS - Stamp Indicia	215.00
USPS - Mailing Permit thru 5/2/2017	215.00
USPS - Advance Deposit Account	400.00
May Solicitation envelopes (3000 ea)	498.61
May Solicitation letters)	105.80
Mailing Labels	56.09
Donation for Swan Statue	500.00
PO box	84.00
MA Filing Fee	35.00
Feast of the East booth	45.00
Town Day Booth	70.00
Summer Newsletter	330.35
Beautification tools/supplies	140.07
Rest Room Sign	40.00
Fun Day Generator Rental	70.00
Food Link donation	10.00
Penny the Swan Plaque	125.00
Arlington Recreation Beach Party	300.00
Fall Newsletter	271.00
Fall Solicitation Printing	122.93
Fun Day Expenses	147.18
Envelope Printer	95.61
NCOA address processing	80.00
Bank Fees	30.00
Total Newsletters	\$1180.46
Total Solicitations	\$1789.04
Total Expenses	\$4,615.75
Total Income	\$6,249.00
Difference (Income - Expenses)	\$1,633.25
Assets	End 2015
Cash Box	\$50
Checking	\$18,700 (12/31/2016->
Net Increase in Assets	\$1596.00
Difference	\$37.00

Notes:

1) Have paid \$700 for 2016 PortaJohn since end of 2016, and expect ~\$1000 bill for 2017.

2) Have had 65 responses to the Fall Solicitation.

24 people have marked as dues for the 2nd time this year. (\$490 total in ?duplicate? dues for them – marked as dues above but considered as donations, i.e. not credited to 2017 dues)

3) All dues/donations till the present time have been included in Total Income above, but \$945 of it doesn't appear in the checking account balance of 12/31/2016, as it was deposited after 12/31

4) Re: solicitation expenses, we bought a stamp indicia (one time cost) of \$215, and have \$172 in our postal account remaining from the \$400 deposit. Costs/solicitation ~\$475: permit \$72, postage ~\$115, NCOA processing \$40, envelopes ~\$133, printing \$115. Won't need permit or envelopes till November 2017.