

**FRIENDS OF SPY POND PARK
MEETING MINUTES
JULY 17, 2022**

INTRODUCTIONS:

Karen Grossman, Adrienne Landry, Lally Stowell, Jim Barr, Susan Saw, Lori Tsuruda, and Sarah Zadova.

MAY 15 MEETING MINUTES ADDITIONS & CORRECTIONS:

The meeting minutes were approved as submitted.

TREASURER'S REPORT: Sarah Zadova

Bank Account Balance as of 05/15/22: \$31,597.56; \$31,295.08 after outstanding transactions			
Bank Account Balance as of 07/15/22: \$32,145.08; \$32,358.30 after outstanding transactions			
Income		Expenses	
Contributions via NFG (Network For Good)	\$78.45	Newsletter and flyer printing	\$429.10
Memberships & Donations	\$1,905.00	Website expenses	\$292.13
		Supplies (weed wrench)	\$199.00
TOTAL REVENUE	\$1,983.45	TOTAL EXPENSES	\$920.23

Karen introduced Susan Saw, the new Assistant Treasurer who found FSPP through VolunteerMatch. She will be assisting Sarah with acknowledgements for people who have made donations throughout the year and will also learn how to perform other treasurer duties as needed. Luckily, she is already acquainted with MergeMail. She may also be able to start with mailing out solicitations, which typically go out in November, but could be started earlier. Sarah has done the first tranche of acknowledgements internally and will contact Karen/Susan to settle on the best path going forward. Karen will share Sarah's contact information with Susan. Lori mentioned Dollars-for-Doers, a charity-based donation program some companies run that FSPP volunteers may want to check out. Karen will do some research on this.

Major expenses over the last two months were mostly newsletter/flier printing, website expenses, and the weed wrench. Sarah has more checks to pick up from Daniel. Karen asked Sarah to confirm that she has version 2.21 of the database posted on the FTP site from 8/4/2020. Daniel will confirm that he deleted the old version of the database and can re-enter the newer data if needed. He may need additional data on participation.

BEAUTIFICATION:

Anne Ellinger has received the 8-page summer newsletter and is maintaining both sides of the bulletin boards (FSPP side and community side). She has volunteered to tend to the rain gardens near Linwood Street and the playground.

The park maintenance Workdays schedule was submitted at the last meeting. Lally and Adrienne reported that the next two Workdays will be done earlier in the morning; for the last two years they have been 9:00-11:00 AM and 8:00-10:00 AM in the two hot summer months. During the early phase of the pandemic most volunteers were teenagers, but now there are more adults. The work is a combination of maintenance of the beds under Adrienne's direction and clearing the weeds between the cobblestones or cutting grass/digging trenches along the fence line.

Adrienne has started to enlist people on non-Workdays to dig holes and plant button bush beside the coir fascine; the root system should secure the shoreline and she would like to plant more to prevent erosion when the coir fascine disintegrates. A family also dug holes for the flowering plants. Adrienne, Karen, and David Morgan (the agent for the Conservation Commission or ConComm), have been in email discussions to find more outside help to deal with the onslaught of invasive plants that started around June. The last Workday had three high school volunteers who were working at a professional level who dug up the area and planted the winterberry, and they could potentially also clear out one of the beds. FSPP has previously employed teenagers to do work in the planting beds; Karen will look up how much they were paid. Parks and Rec commissioners approved the plan for FSPP to pay 3 high schoolers by check to do extra work with Adrienne's guidance. At David's request, Adrienne will get an estimate and FSPP funds could probably cover this. David

thinks that this could be a worthy proposal for the Arlington Land Trust next year and going forward. He also mentioned that capital planning could include tools to manage invasive plants. Adrienne wrote up a quick estimate and will review with Karen. She will check with Tim Lecuivre (tree warden for Arlington) about the buckthorn as well. Adrienne is still in touch with Joe Connelly about the fencing for the ends of the beds and hasn't heard back but will follow up. Adrienne suggested either mulching the overgrown bed or replanting it with deep-rooted heavy-duty shrubs. Karen mentioned the approach is to take care of what we can in the lower and upper beds as we have permission for that. Lori has done some buckthorn control in the Berkshires and suggested tackling this in the winter; she is available for more background. Karen said that some outreach to volunteers from last year may be warranted.

Karen announced that Parterre, who has done work for the edge protection and control project and helped with eliminating invasive species, has a proposal for continuing their work. David Morgan has gotten some financial support for this; FSPP has also committed \$1000 for this. However, their proposal doesn't include everything that FSPP is looking for, even after some negotiation that has taken place since April. This has led to concern about whether/when Parterre will get involved. Adrienne said they were supposed to work a day in June, July, and August. Karen and Adrienne agreed that they need to move on that issue and that David may have more information.

The next Workday is coming up on July 23. Laura Bonilla, Outreach and Communications Co-Chair, is travelling this month but she can still respond to workers volunteering through the FSPP volunteer email (fsppvoluteer@gmail.com). Karen is also documenting the people coming in from Volunteer Match. Lauren will pass along the volunteer names to Lally before the Workday. New volunteers Amy Yelin and Mari Megias will also help Karen with the outreach and signing people in on the Workday.

Lori confirmed that People Making a Difference® can just give the forms to Lally when they arrive. In case we need to enter anyone else into the FSPP database, an electronic version is preferred.

Regarding the renovation of the playground and handicap ramp/path surface through the park, Karen has learned from Joe Connelly that a contractor has been selected using the accepted design from the public hearing process. However, she has not received information about the schedule or the identity of the vendor yet. They did discuss Fun Day in September, which will need to be moved from its traditional spot in the playground because of the closure. Joe will meet with Betsy Leondar-Wright to discuss where on the Linwood Circle end of the park would be good. Karen will ask Betsy to consider shady areas. Trees along the bike path embankment may be able to provide shade to that side of the path in the 10:00-1:00 Fun Day window.

WEBSITE:

Daniel Jalkut is doing a good job entering the new participants that Lauren is sending him after each Workday, along with the regulars. Susan should probably be added as "Treasurer" involvement role. He also does Mailchimp entry; Sarah and others are working on ways to streamline data entry.

Julie McBride has been posting minutes, Workdays, adding new links, and other items as needed to the website. Her site changes have enhanced the user experience for visitors to the site.

OUTREACH:

Jenny Babon, the Publicity Chair, has been doing a great job of notifying people of the ongoing activities through Facebook and other channels such as local listservs.

Amy Yelin and Mari Megias have also volunteered through Volunteer Match. They are well qualified to be in a new Publicity and Outreach Committee and could do things like post or take photographs and write articles for Jenny. They could also help Lauren with outreach tasks such as soliciting her list of people to write articles for the newsletter.

Lauren is taking care of Workday volunteers via the FSPP Mailchimp outreach list and high schools, and Karen is addressing those who come in through Volunteer Match in July when Lauren is in Africa.

Betsy has submitted a permit request for Fun Day to the park commissioners, but it won't be approved until the location in the park is set. She has put out a notice to request high school volunteers, who will register with Lauren and send a Workday liability waiver to Lauren: fsppvoluteer@gmail.com for recordkeeping purposes. There was some confusion over community service requirements last year, so Betsy will send anyone who contacts her to Lauren to submit a waiver, as well as to get more information about community service credits on 2VOL.com for Arlington HS students. The other high schools will go through Karen.

FSPP was recently selected to have a poster designed by Arlington's artist-in-residence, Kari Percival. Her focus for the poster will be on eliminating rodenticides through community support.

COMMUNICATIONS:

Karen posted the assistant mailing coordinator role and had some interest from a candidate in Cambridge, but the commute to pick up the envelopes was a concern. Marshall McCloskey, the present mailing coordinator, could teach someone how to gather all the information from the database about where people live and organize it to print out labels. However, the labels would still have to go back to Arlington to be divvied out to the people who stuff the envelopes. We are looking for any available volunteers!

The deadline for the fall newsletter content will be October 3 to allow enough time for editing/layout before Karen travels this fall. Amy or Mari may be able to take on solicitation for the fall newsletter and maybe write some content.

Karen is searching for a VP and will announce it in the back page of the newsletter. The candidate would shadow her and take over some responsibilities over time to be able to eventually step into the role.

OTHER BUSINESS & NEXT MEETING DATE: Sept 18, 2022, 7 PM location TBD

Respectfully submitted,
Megan Chrisman
Recording Secretary