

**FRIENDS OF SPY POND PARK
MEETING MINUTES
SEPTEMBER 12, 2021**

INTRODUCTIONS:

Attendees: Rita Yuh, Lally Stowell, and Karen L. Grossman with introductions completed before Zoom recording began.

JULY 11 MEETING MINUTES: approved as submitted with transcription assistance using the free app, De script

TREASURER’S REPORT: Karen Grossman, Treasurer, Pro Temp

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|---|-----------------|-----------------------|-----------------|
| Bank Account Balance as of 7/11/21: \$29,185.03 | | | |
| Bank Account Balance as of 9/7/21: \$29,044.82 | | | |
| Income | | Expenses | |
| Contributions via NFG (Network For Good) | \$115.00 | Fees Post Office Box | \$81.00 |
| Contributions | \$630.00 | GoDaddy | \$496.07 |
| TOTAL REVENUE | \$745.00 | Printing | \$308.14 |
| | | TOTAL EXPENSES | \$885.21 |

* \$14.88 owed to Karen Grossman for display board photos

Karen received positive recommendations from Sarah Zadova’s colleagues, so Sarah and Karen met about a week ago at Citizens Bank’s main office in Arlington to sign necessary paperwork to enable her to assume the Treasurer’s responsibilities. Sarah also received the organization’s financial archives from Karen at that meeting. With these actions completed, Sarah will be FSPP Treasurer from now on.

With this announcement, anyone seeking reimbursement from FSPP should send invoices to Sarah Zadova at sarah.zadova@gmail.com. Sarah will confirm if she wants to go paperless for bank communication. Lally asked about expenses related to beautification. Karen responded that invoices or lists of expenses can go to Sarah via email. Lally asked about physical slips she maintains; she will reach out to Sarah to confirm preferred way of receiving slips.

BEAUTIFICATION:

Anne Ellinger organized the postings on the community side of the bulletin boards at Linwood Street, as well as in the park, and did a great job. Anne has also posted the FSPP Summer 2021 Newsletters on park bulletin boards. Lally shared that there’s been good attendance at all Workdays. Most volunteers are high schoolers seeking volunteer hours, but there are also other individuals who love the park. All, however, end up appreciating the park as a result and have been great workers. Almost all volunteers start by weeding between the cobblestones that line the main path in the park. One of the main projects of the summer is to keep the weeds and grass from totally covering cobblestones. Then, specific individuals are also assigned to help with invasive weed projects (coordinated by Adrienne Landy). A few spaces have been dug up so that Adrienne can plant native plants, which is another separate project. There is still the ongoing challenge of invasive plant species that will require continuous effort. Overall, the park is looking much better than it did in May.

After Lally’s update, Karen mentioned she reached out to Joe Connelly, director of Parks and Recreation, asking if he could add certain items onto the agenda for the next meeting - items related to signs throughout the park, potentially reaching out to the consultant, Parterre, to help with invasive species in the park, and vandalized/broken/graffitied tabletops and benches. Lally asked if Joe responded to the question regarding putting up fences surrounding planting beds to prevent visitors from trampling on new growth. Karen confirmed Joe hasn’t responded regarding fences and other items she mentioned. She will also forward Joe pictures of the vandalized tables/benches as he requested.

Tying in with the Communications piece listed later in the agenda, Karen reached out to Elaine Crowder regarding the Seed Packet Program. Elaine said there has been some difficulty in this project/proposal since Emily Sullivan has resigned. Elaine mentioned this project has been slowed down as town-related groups have not been responsive, including FSPP, but she did receive a positive response from the Spy Pond Committee; they may plant seed packets on the Route 2 side of the pond. Elaine said if we're interested in getting seed packets, we should contact Joe Connelly or Head of the Conservation Commission, Susan Chapnick, since they are overseeing seed pack distribution. Lally mentioned Adrienne should be looped in and the one who should be in coordination with Joe/Head of Conservation Commission.

Catherine Garnett has put the public explanation of the Edge Protection and Erosion Control Project with outreach to abutters to the pond and others interested on hold for the time being. She is waiting until a new Conservation Commission Agent is hired to replace Emily Sullivan who left her position on short notice in August.

WEBSITE:

Daniel Jalkut has been doing a good job with entering information into the FSPP database and Mailchimp email list. He's also been keeping track of dues and donations. Bulk emailing through Google merge mail has been helpful for Karen acting as Treasurer, Pro Temp, in acknowledging people who've given donations.

Julie McBride, FSPP Web Developer, has been posting updates on the website, as needed, such as new board members, meeting minutes, Fun Day publicity, and newsletters. Julie also did a great job of posting new photos in the gallery on the website. Karen mentioned this is something that should be highlighted in the next newsletter.

Betsy responded to Karen's email during the meeting. Karen had asked if Betsy wanted to share anything regarding the upcoming Fun Day and any help needed for the event. Betsy responded no and that Fun Day was going to be great! Karen shared that there are a variety of activities planned for kids and parents: leaf printing, bubble making, etc. Jenny Babon's and Karen's volunteer recruitment has been successful in getting enough help needed for a smooth event. Thank you, Betsy and Lally, for all your hard work. Betsy has been planning for Fun Day all summer and Lally has been posting signs throughout the Town promoting the event (around 40 flyers). We hope to get a great showing. Lally mentioned that at least three volunteers from last month's Workday are expected to help for Fun Day. Teenagers are responding to the need for community service which is helpful for the FSPP. We've connected with volunteers from Arlington, Arlington Catholic, and Belmont High Schools. This is the first year FSPP went through Arlington Catholic High School's guidance department to discuss volunteer opportunities.

Karen and Sally Hempstead revamped the photos that had been used for the past 3-4 years on our display boards for this past August's Robbins Library display. We got signups from 11 new people expressing interest in working with FSPP or getting information from us. Daniel Jalkut will add those individuals to the database and Mailchimp list so these new people will be updated on FSPP events and news.

Sally will be a consultant to the new outreach people. Lauren Bonilla will serve as VP for Communications and Outreach. Susan Corey will join Anne Ellinger on the Outreach Committee. Karen sat with Susan and Lauren at the FSPP table at the September Workday to introduce them to the process for signing up volunteers, discussed their responsibilities and related some of the history of the park. Lauren and Susan will be involved in responding to volunteers and signing them in on Workdays next year. Lally mentioned it was helpful having another point of contact (at the Outreach table for the first time this year) to sign in volunteers while she organizes volunteers and directs them to the tasks at hand. There will be canopies set up for Fun Day and Lally has instructions from Marshall on how to set those up.

Karen shared Lauren Bonilla's biosketch for the FSPP Officers and Committees website list on and is waiting for Susan's.

COMMUNICATIONS:

Approximately 50 Summer Newsletters were distributed at the Fox and Robbins libraries. Some were retained for distribution on Fun Day. The deadline for the Fall/Winter 2021 Newsletter, to be determined, should include photos of Workdays and Fun Day. Historically, the deadline has been by the end of the first week of October for the Fall/Winter Newsletter cycle. Karen would like to submit the newsletter to Jamie for layout by October 15th, 2021.

NEXT MEETING: Sunday, November 7 at 7 pm via Zoom TBA

Respectfully submitted,

Rita Yuh, Recording Secretary Pro Temp

