

FRIENDS OF MARSHALL SQUARE PARK
MINUTES OF MEETING ON JANUARY 16, 2014

The meeting was called to order at 7:15 p.m. by Jeff Beitel. In attendance were Anne Walters, Linda Scott, Bill Scott and Veronica Balassone.

Minutes of the previous meeting were approved with one correction: adding Steve Gallo to the list of attendees.

--TREASURER'S REPORT was reviewed by Linda Scott. To date, \$2000 has been collected for the upcoming Progressive Plates event. Currently there's \$21,597 in the checking account. \$7705 of that is for the fountain project. Discussion ensued about possibly getting a new tax identification number for an entity for the fountain project. Because large donations are anticipated for the fountain project, the necessity of creating a separate account for that was discussed. Linda is not opposed, but believes the balance statement can clearly show these funds as separate by categorizing them as a Temporarily Restricted Net Asset. Per a discussion between Gordon Woodrow and significant donors, the donors' accountants are inclined to require that the donations be escrowed. It was made clear that these donations may only be used for the fountain project. Also that all checks earmarked for the project are to go through the Friends of West Chester Parks and Recreation 501c3 in order to be tax deductible, and then those funds will be given to the Friends of Marshall Square Park. There is no interest in creating our own 501c3 at this time.

Also once again the desirability of looking into another bank for FMSP funds was discussed. A motion was made by Ronnie, and seconded by Jeff, that Linda Scott explore moving FMSP funds to either the Bryn Mawr Trust bank or DNB, and establish two accounts, one strictly for the fountain project, and the other for the general funds for our group. The motion passed.

Because the Christmas Luminaries in the Park could not be setup due to the weather, the Boy Scout Troop will not be paid for labor; however there were a few donations received for the troop and these will be passed along to them. Linda will void the check earmarked for the troop for setup.

Also, Linda mentioned that she wrote off the balance of the inventory (cards, prints) as Unsold Inventory.

--The used bricks from Barnaby's were salvaged for the park by four men who work with Dig It Landscape and Garden Design. Owner Heidi Fenstermacher donated their services for this project. The bricks are being stored in Steve Gallo's garage. It was agreed that this generous donation on Heidi's part would be acknowledged on our website.

--Linda gave an update on the Progressive Plates event. The mailing for the event did not go well. It was necessary for Linda to add house numbers to the addresses on the envelopes as they were omitted. Assignments for the two groups of attendees will be emailed by the 26th of January.

--Anne Walters reported on the FOUNTAIN RESTORATION PROJECT. The Roman Fountains Company will be producing the mechanical drawings for the project. These plans should be completed soon for review.

A three dimensional Photoshop view of the fountain is being produced, showing the fountain in the context of the park setting; this has been requested by the fundraising committee so that it may be used for marketing and fundraising purposes. Travis Walters did the rendering of the fountain. He will be submitting an invoice for these services.

A pool contractor has submitted a detailed preliminary bid. Other bids will be sought as well.

An update will be given by Anne and Jeff at the upcoming February meeting of the Recreation Committee and the Borough Council. These drawings ideally will be available by then.

Jeff added that some changes have been made in the approach to the existing basin. Because the fiberglass grate is expensive, the depth of the basin has been reduced to 18 inches, thus eliminating the requirement by code of a protective fence around the fountain pool.

--The FRANKLIN AND BIDDLE STREET ENTRANCE IMPROVEMENTS will be re-bid this spring. FMSP will continue to work with the borough on this in order to see the project scheduled and budgeted for the spring.

--Lane Randall and Linda Scott are working with the membership committee on the development of the WILD APRICOT software project. The membership committee is scheduled to meet January 21st.

--A lengthy discussion took place regarding TRASH RECEPTACLES in the park. Apparently the receptacle liners had been removed by the borough for a downtown event and never returned to the park. This resulted in trash being thrown into the enclosures without liners. This situation was discovered by Jeff, who contacted O'B Laing at Public Works to report the uncontained trash. Within hours the trash liners were returned, however, the trash was NOT removed. Public Works was going to schedule someone to bring a backhoe into the park to remove the trash as the staff was not going to be asked to remove the trash by hand. Jeff went into the park and bagged the trash himself.

FMSP has been told for years that there were no available funds for proper trash receptacles in our park. We have already spent \$1000 on enclosures to date. All other parks in the borough have been supplied with new receptacles at the borough's expense. The situation has become untenable, and after input from Bill Scott, our new borough council representative, it was decided that FMSP is going to get information on how borough assets are being distributed in the park system; what the borough's short and long-term plans are for the individual parks in the system; and then FMSP will get a group together to approach the borough with supporting documentation that should demonstrate that our park has been passed by in the equitable distribution of trash receptacles. It was agreed that no more FMSP funds will be spent on trash receptacles, and that it is the borough's responsibility to meet their obligations with regard to trash containers and pickup in the park. Bill Scott also agreed to discuss the situation with the borough. Jeff will complete a study on the assets in the borough's eleven parks.

--Anne Walters reported on TREE LABELS. There are two mislabeled trees per Scott Wade of Longwood Gardens. Labels also need to be re-attached properly. Anne, Scott Wade, and Jeff plan on meeting with Denise Kesterton, the person in charge of the borough's forestry program, to discuss future tree plantings, tree trimming and removal. Also this year marks the borough's 25th year as a Tree City. Consideration should be given to a special celebration in Marshall Square Park, as our park is likely the only one with a champion tree in it.

The meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Veronica Balassone