

FRIENDS OF MARSHALL SQUARE PARK

Minutes of Meeting on May 11, 2017

The meeting was called to order by Jeff Beitel at 7:37 p.m. In attendance were Linda Scott, Anne Walters, Eric Miller, Betsy Woodrow, Jen Long, Chantelle Fieldhouse and Veronica Balassone.

--Minutes of the last meeting were approved.

--Linda Scott reviewed the Treasurer's Report. The Balance Sheet shows a reduction by half since last year in the checking account, due to fountain restoration expenditures. Accounts receivable totaling \$6160 are comprised mainly of donations that are still in process through Friends of West Chester Parks and Recreation. The recorded liability of \$3126 is for the balance due on the bollards ordered for the fountain area. On the Receipts and Disbursements statement, Linda noted that total fundraising income to date in 2017 is a third of that raised in the same time period last year.

--The new playground in the park is now formally open. There are no plans at this time for an official ribbon cutting.

--Public works will shortly be taking bids for the brick sidewalk repair and restroom repairs. Jeff emphasized the importance of park members to attend Public Works Committee meetings to support the park's repair and maintenance requests.

--This spring's FMSP park clean-up was very successful. There were a good number of volunteers. The borough will refund FMSP for the \$250 cost for mulch around the base of trees.

--The annual Summer Concert series begins in June. At this time there was no banner displayed. Arrangements are complete for the bands, and Chantelle Fieldhouse will be leading the effort for the picnic. The main sponsor for the series is Pat Loew; two of the three concerts have sponsors.

--Application for FMSP 501c3 status is in progress.

--Betsy Woodrow reported on the Events Committee. This year's Fall Party, always the last Saturday in September, will be held at the Cornell residence on the corner of Virginia and Walnut. We will likely use the same caterer as last year. The committee has concerns about hosting another Progressive Dinner next winter as the attendance this year was disappointing, and there is increasing difficulty finding enough homes to use for the event. No decision has been made yet in that regard, although there are committee members who are optimistic about continuing the fundraising event. It was stressed that the February date and event are well established and our signature event.

Ronnie would like to plan an event at the Chester County Historical Society for park members which would include a tour of the Humphry Marshall exhibit followed by an informal gathering with complementary wine and snacks. Betsy made a motion to get more information and plan an event allowing \$350 for the rental cost at CCHS. The motion passed.

--Eric reported on the Membership Committee. Jen Long is close to finalizing a new membership brochure. The brochure is intended for a young family demographic and will stress the social nature of membership. 500 copies will be printed and distributed hopefully through leasing offices and new

neighbor packets. Jen will send the most recent mock-up to those at the meeting for input prior to printing. Anne suggested adding more completed FMSP projects to the list on the brochure. Jeff moved to approve the printing of 500 copies of the new membership brochure after its final approval. Chantelle seconded and the motion was approved.

Eric has scheduled the annual general membership meeting for December 5th this year.

--Jen met with Nicole Singh and Chantelle to continue development of the Little Buddies program. A brochure is being prepared which will hopefully be available in time to distribute at a Music at Marshall concert, and Chantelle will send out to the Mom's Club as well. Activities, logos, stickers, buttons, etc. are yet to be developed.

--Anne Walters reported on the Fountain Restoration Committee. She presented her proposed landscape plan for the fountain area, which has the full support of the committee. The landscape plan is officially Phase 3 of the restoration project. It includes removal of some existing trees and the planting of six new flowering trees, a garden with low scaled plants with fencing, all of it designed to provide seasonal interest. The West Chester Tree Commission has been approached to discuss the plan for tree removal and planting, but a formal decision has not been sought. Eric was assured that the night view of the fountain from Matlack Street would not be impaired by the new plantings.

Anne and Jeff are preparing the application for a West Chester Preservation Award for in the Bricks and Mortar category for the Marshall Square Park fountain restoration project. Application is due by June 9th. Anne and Jeff are also pursuing the application to have Marshall Square Park designated as a historical American landscape. The application is due at the end of July. If the application is approved, Marshall Square Park will be officially registered in the Library of Congress.

--Jeff and Anne have approached the Humphry Marshall Trust Fund for funding of two stone markers in the brickwork at the entrance to the park at Marshall and North Franklin Streets and at the corner of East Biddle and North Franklin Streets. Jeff would also like the Borough to provide a new sign for the park at the playground corner. They would also like to approach the Humphry Marshall Trust Fund to consider providing additional funds for the fountain restoration efforts.

--A motion was made to support the landscape plan and to encourage broader support through a petition which could be circulated at a summer concert. The motion was approved.

The meeting was adjourned at 9:08 p.m.

Respectfully submitted,

Veronica Balassone