

## **Salem SPACE Board Meeting**

**November 22nd, 2011**

**7:00pm, Paddy Kellys, Peabody, MA**

Start: 7:00pm

End: 8:45pm

Board Members Present: Shawn Brady, Alex Lawner, Bill Beal, Andrew Gagnon, Elaine McCormack, Ann Brady, Sarah Cressman

Board Members Absent: Bart Hoskins, Mike O'Brien

### **Proceedings**

#### **Minutes from Last Meeting**

-Andrew motion, Shawn 2<sup>nd</sup> to approve

#### **Treasurer's Report**

-New Balance: \$721.78

-Checks paid during prior month: \$15 to file annual report; \$100 to purchase thank you card for Wally

-Sarah motion, Bill 2<sup>nd</sup> to approve

-336 passes sold to date

#### **Misc**

-Discuss a new tag order at the December meeting

#### **Holiday Cards**

-Sarah to sign on Board's behalf cards for Board to send out via mail

-New FB/Email contest: submit photo of pet in costume or no costume and winner will be on an electronic holiday card blasted out to our email base

#### **Drainage Fence:**

-No fence to be removed – will be discussed along with 2012 project list to visit in the spring

#### **Holiday Potluck**

-Elaine to talk to Meghan and Doug to see what Sundays are available in January

#### **Magnets**

-Quote for 250: 1.25/piece

-Caution: If leave on car for awhile will stick to paint

-Breakeven Point: sell 78

-Board to work on designs over weekend – vote via email

-Sarah to ask for template from 2Cool

### **Bricks**

-Letter received from Sharen Kline (Snickers) Wenham, MA

-Request to be reimbursed the \$50 she paid for a memorial brick 4 years ago as the project has never been commenced

-Unanimous vote to place brick complimentary in spring

-Ann to draft an apology letter and Elaine to return donation via check

### **Board How To Manual**

-Each Board member to work on drafts of responsibilities for How To Manual

-Goal is to leave a working position if someone were to depart the Board so that activities can keep flowing without interruption

-Elaine: How to work on PO's with Alice

-Sarah: Dog of the Month

-Shawn/Bill: Park Improvements

-Ann: Brochure

-Alex: Website

-Mike: By-Laws

-Andrew: How To for the How To

### **Projects**

-Memorial bricks: inside double gates and outside place bricks that can be taken in and out until all bricks have been purchased and then will be cemented down

-Priority #1 Project for 2012

-By March meeting we need to pick a spring clean up date

-Surfacing the park: stone dust from walkway to small dog park is stone dust and walkway to drainage ditch is cedar chip or hogs fuel

-Trash cans and Poop collectors: cannot go inside the park or North Side Carting will not pick up

-Delay this project

-Stain benches: John Munroe has stain but will not be completed until the spring

-Pool Area for Small Dog Park: rock around spicket and corner off area in spring

-Check for chairs on sale in spring

-Move bench from far part of large dog park over

-Move marble basin over to the small dog park

-Priority: High

- New Bowls for both parks
  - Easy fix for early spring
- Ann to put a message out to Free Cycle for shrubs to help beautify the park
  - Put on calendar for Summer 2012 to consider purchasing
- Fire hydrants/Drainage Pipes: Still waiting to hear from the city, no cost items
  - City donation
- Lighting & Structure: Possibility for solar powered lights or compost
  - Andrew has access to a machine to dig for poles
  - Benefit to community for commuter rail passengers
- Plant flowers along rail side of fence & plant additional willow trees

**Next Meeting**

- December 13<sup>th</sup>, 7:00pm Panera Bread Swampscott, MA