

## **Minutes of the Meeting of the Friends of Bay Village Parks/ Friends of Elliot Norton Park**

### **July 30<sup>th</sup>, 2012 at the Home of President Bill Nigreen**

**Attending** were: Bill Nigreen, Eric Codes, Nan Rubin, Bernice Broyde, Marcia Wetherbee, Jo Campbell, Aoife Austin, Brian Boisvert, Sarah Herlihy, Ken Ham, China Altman, Mary Teeven, Leslie Colburn, Barbara Gaffney, Dominique, Richard Junghans, and Rocque Dion.

President Bill Nigreen opened the meeting at 7:12 PM July 30, 2012. Bill welcomed everyone and thanked them for their interest in the gardens and parks of Bay Village. He pointed out that we in Bay Village are very fortunate to be surrounded by so many beautiful gardens and parks in our city and we have a privilege and a responsibility to keep those in our neighborhood beautiful.

Members were reminded that the Minutes of the previous meeting are on the website and were asked to read the minutes in advance, submit corrections, and be ready to vote on their acceptance at the beginning of each meeting.

Bill reviewed the posted **Agenda**: 7:15 Welcome, 7:25 Brainstorming (new ideas), 7:40 How we will operate, 7:50 Meeting w/Parks Commissioner, 7:55 FY 2013 Budget, 8:00 Any new business, 8:05 Director's vote, 8:10 Evaluation and 8:15 Meeting adjourn.

Bill gave the **Treasurer's Report**, since treasurer Daniel Krulewitch, was elsewhere, celebrating his son's birthday. (FY 2013 through 7/27/12)

- \$550 received/deposited membership fees
- \$106 expenses paid to Jo Campbell for "Bay Village Garden planting"
- Current balance in the account is: \$72,621

**Membership** chair, Aoife Austin, gave the membership report. There are currently 24 members. The list is posted on the web site. She asked everyone to contact her by email with the names of people who might be interested in joining. The membership goal is to have at least 50 members. Aoife reviewed the names of the current Directors: Brian Boisvert, Jo Campbell, Rocque Dion, Sarah Herlihy, Richard Junghans, Tom Kaucheck, Kathleen McDermott, Bill Nigreen, Nancy Morrisoe, Daniel Krulewich, and Mark Slater.

**Brainstorming New Ideas.** Mary Teeven, need better signage; Bernice Broyde, need solar trash receptacles; China Altman, need to develop ties with Chinatown boards and to find a way to get water for the dog park; Marsha Wetherbee, include the Dog Park as one of the BVNA Parks; Eric Codes, the care and development of the green space by the South Cove Apartments entree way into Bay Village; Ken Ham, recirculate the water in the Bay Village Park Fountain: Aoife, create a list of volunteers to help in keeping the parks clean; Sarah Herlihy, fix up the tree beds throughout the neighborhood; Bill Nigreen, attend to the hilly knoll area in Elliot Norton Park; Jo Campbell; improve Elliot Norton Park generally; Sarah Herlihy, inventory Bay Village trees; China Altman, finds ways to get water to the new, young street trees; Aoife, have an Art Exhibit in Elliot Norton Park. Bill said he would keep this list available to pick off and add to.

**How we'll work together to make us an efficient organization** (See Attachment at end).

**By-Laws:** Bill reviewed key by-laws listed on a hand-out (attachment). Each month he will abstract Rocque's Meeting Minutes and compose Director's Minutes that need to be voted on and recorded. Sarah Herlihy thought that this was somewhat complicated and Bill asked that we try it out. Bill reminded everyone that all Members are welcome in discussion and we aim for consensus, but only Directors may vote on issues. Bill said he would submit an updated list of our Officers and Directors to the Secretary of State.

**Practices:** Practices are the way we work together and are established by custom or consensus, for instance, having park captains. Bill reviewed Practices listed on the hand-out. Another Practice is that Bill will send an email a week before each scheduled meeting, asking for agenda items. Policies and Projects, on the other hand, are official acts of the corporation and require a vote. Mark Slater said that the Directors need to listen to the mood of the membership and vote accordingly. Each Project will have a leader, a budget and a plan. Bill, as President, will monitor and coordinate plans. Bill asked to be point person on discussions and meetings with the officials of the City of Boston. If anyone needs to contact the City of Boston on a Parks issue, Bill asked to be notified and kept informed. Finally, Bill asked that purchases approved in the Budget utilize the Bay Village Debit Card, kept by Treasurer Daniel Krulewitch, and that other expenses be submitted through him to Daniel.

**Membership Policy:** There was discussion of the terms of membership. The Fiscal Year goes from July 1<sup>st</sup> to June 30<sup>th</sup> of the following year. Sarah Herlihy recommended that all memberships expire at the end of the Fiscal Year. Aoife countered that this discouraged people joining late in the year because they have to pay again a short time later. Bill recommended that your dues earn you a full year membership and a vote for Directors at the Annual Meeting. All nine directors voted to support that position. Next, Bill Nigreen said he had heard from several people that \$25 was a deterrent to joining the organization, particularly if you had two members in a household. Jo Campbell felt that \$25 is quite manageable. Barbara Gaffney pointed out that some people may not have an extra \$25. Sarah Herlihy cautioned that we don't want members that are going to be "free loaders." Marsha Wetherbee and China Altman suggested putting in some language that a Student/Senior discount is available if they cannot afford \$25. Eric Codes mentioned that it would be easier to let the President and membership Chair use their discretion. A motion was made to accept allow for Household Memberships and to allow for discretion in waving the full membership fee. All nine (9) directors present voted to accept.

**Budget:** (See FY 2013 Budget in Attachment) Bill proposed to allocate \$2000.00 for maintaining the various Bay Village Gardens, including Elliot Norton Park. Two areas that were not included in last year's budget were the Dog Park and the Fayette/Marginal Park. Last year the Friends of Elliot Norton Park paid for the wood chips used in the Dog Park, but the planters were bought by individuals. It was agreed that the Dog Park should be included as a Bay Village Park. Marsha Wetherbee and Leslie Colburn have done an excellent job of maintaining the Dog Park and volunteered to be captains. John Shope and Steve Sampang will be captains for the Fayette/Marginal Park, which they have been caring for at their own expense. Last year the Friends of Parks paid for the neighborhood Christmas Wreaths and Holiday Tree and there was a thorough discussion of whether this should be in the budget for this year. There were various pros and cons but it was agreed that paying for holiday decorations was an appropriate recognition for the valuable communication services provided to the Parks' Friends by the Neighborhood Association. A motion was made by Brian Boisvert to approve the FY 2013 Budget, seconded by Jo Campbell and all nine (9) directors present approved it.

Bill Nigreen met on July 23rd with Toni Pollak, Commissioner of Boston Parks. Commissioner Pollack followed up to say that there is money in the City budget this fall to design improvements to Elliot Norton Park, with focus on the tot-lot equipment, safety surfacing, landscaping, fence and wall repairs, and utilities. Sherri Gledersma is the project manager. There is \$90,000-\$100,000 for design and \$800,000-\$790,000 for construction (anticipated in FY 14). The Commissioner was enthusiastic about a public artwork sponsored by our organization becoming part of this planning process. Bill Nigreen will lead this initiative.

**Evaluation** of the meeting (brainstorm): Pros: stayed focused, kept on track with agenda, good meeting management, comfortable chairs, and Kathleen's hors d'oeuvres were delicious. Recommendations for next time: put less items on the agenda, allow more time to discuss agenda items.

Meeting was adjourned at 8:35 PM

## Attachment: Friends of Bay Village Parks/ Friends of Elliot Norton Park

### By-laws

1. Our purpose is “to help make green spaces in and around Bay Village thriving urban oases for plants and people.”
2. A Member is entitled to elect Directors: 1 vote per year at the Annual Meeting
3. Official actions of the corporation are voted by Directors. 60% is a quorum.
4. The President acts for the corporation, within bounds of Policy and Practice

### Practices (How we'll work together)

1. We encourage neighborhood initiative in caring for BV parks and spaces.
2. Practices are informal; they do not require a vote by Directors.
3. Meetings follow informal Roberts Rules of Order.
4. President prepares timed agenda (with input from Members).
5. Members discuss Ideas, aiming toward consensus
6. Ideas are developed into Practices, Policies and Projects.
7. Policies and Projects are officially approved by Directors.
8. Projects have Leaders and Budgets. The Budget includes all approved Projects.
9. Projects are introduced with Proposals, which include expected costs and benefits.
10. President coordinates activities with park owner, City of Boston Parks Department

### Policy (Idea>Agenda>Proposal>Discussion>Consensus>Director Vote>Policy)

1. Proposed Membership Policy
  - a. Cost is \$25; Benefit is 1 Vote at Annual Meeting + Voice & Thank You
  - b. You have to be a Member to be a Director
  - c. A Household may be a Member
  - d. Dues may be discounted at discretion of President & Membership

### Approved FY 2013 BUDGET

EXPENSES	FY 2012 Actual	FY2013 Forecast	Comments
Local gardens			
• Elliot Norton	\$ 163		• President administers ~\$300 per park
• BV Neighborhood Park	\$ 163		• Gardens may “horsetrade”
• Lyndeboro Enclave	\$ 938		• \$ may be carried to next year
• BV Garden	\$ 354		
• Isabella Street	\$ 354		
• Fayette/Marginal	\$ 0		
• BV Dog Park	\$ 0		• approved as BV Park
SUB-TOTAL	\$1971	\$2000	
Summer Concert	\$ 800	\$ 500	
Holiday Wreaths	\$1263	\$1500	• approved for FY2013
Planting Barrels	\$ 630	\$ 0	
TOTAL EXPENSES	\$4664	\$4000	
<b>INCOME</b>			
• Interest	\$ 209	\$ 300	
• Membership	\$ 100	\$1250	at 50 members
TOTAL INCOME	\$ 309	\$1550	
<b>NET INCOME (EXPENSE)</b>	(\$4355)	(\$2450)	