Bartlet Mall Commission Meeting

July 8, 2014

Date: July 8, 2014

Time: 6:00-7:00

Location: Newburyport Public Library Children’s Activity Room

Attending: Andrea Eigerman, Ellen Hanick, Andrew Simpson,

Agenda

1. Call to order
2. Review/Approval of minutes of last meeting
3. Financial Report
4. City Hall/Park Director’s Report
5. Park physical condition/Maintenance update
6. Bartlet Mall Events- report on all events on Mall
7. Fundraising
8. Repairs… Inluding flagpole and missing bench
9. Big Dog Show
10. Status of Request for Proposals (RFP)
11. Open discussion
12. Adjourn

Notes

1. Call to order

2. Review/Approval of minutes of last meeting

* Minutes from last meeting approved

3. Financial Report

 Ellen met with Lise Reid today and briefly reviewed the finances. Lise encumbered $896.90 from last fiscal year, but all of these funds are due to our contract with the Sea of Green. We start our new fiscal year with $4,500 in the general account. Ellen continues to track the $300 used by Lise to pay for signage from the Morrill Charitable Foundation Account to ensure it goes back to the general conservancy account.

**ACTION ITEM:** Ellen hopes to meet further with Lise to simplify and clarify the accounting system.

4. City Hall/Park Director‘s Report.

No representative from City Hall attended the meeting.

5. Park Physical Condition/Maintenance Update

Andy raised Walt’s concern regarding materials used in the possible installation of ADA accessible sidewalk curbing. Commissioners discussed their desire for a brick, rather than a white, concrete ramp.

Andrea noted that the hillsides around the pond had been weed whacked. After discussion with the manager on-site, she was able to determine that the Public Works Department had ordered the work. A later e-mail exchange with Lise revealed that she had approved the trim.

6. Bartlet Mall Events

* Yankee homecoming starts on July 27th with Old-Fashioned Sunday at the Mall.

7. Fundraising.

 See Big Dog Show, below.

8. Repairs

* The bench claim for the missing bench has been filed
* The flag pole still needs replacing, the money is coming from insurance.
* As discussed in maintenance, screws should be removed from the concrete platforms where picnic tables and benches were removed. This is a safety concern for children and others using the area.

9. Big Dog Show

* Based on the financial data received to date, we have $1,875 and have promised, but not received, $2,710, for a possible total of $4,585.
* Commissioners believe that approximately $4,500 is needed to carry out the show, if donor signage is kept simple and inexpensive, and Dave Hall donates the forklift.
* Commissioners set a deadline of July 25th to determine if enough funding is available to carry out the Big Dog Show.
* Andy reported on his work in setting up a Kickstarter program. He spent a great deal of time preparing the program, but was ultimately unable to get the correct financial data needed to get it up and running. Rather than trying to get this site up in time for the event, Commissioners discussed approaching donors in person.
* Donations must clearly be made to the Parks Conservancy, attention Dog Show.
* Dale Rogers is available for a meet and greet Friday, August 15.
* If the Commission is unable to gather sufficient funds for this event, it might consider contacting Dale Rogers for possible alternative dates in September or October.
* **ACTION ITEM**: Ellen to contact friend to borrow wooden posts for donor signage in front of dog statues.
* **ACTION ITEM:** Walt to confirm that forklift will be donated and is appropriate for statues.

**ACTION ITEM:** Commissioners to return to potential donors for funding, rather than waiting for the Kickstarter program.

1. Status of RFP
* No new information on the RFP.
1. Open Discussion
* We are considering new members for the Mall Commission, as Sadie will be leaving soon

12. Adjourn

**Next Meeting**

Tuesday, August 5, 2014

6:00 PM

Newburyport Public Library, Children’s Activity Room