

# PHNA Board Meeting, 07/12/2016

## Minutes

Board Members in Attendance: Tina Weinberger, President; Lisa Stark Walsh, VP; Daniel Soteldo, Secretary; Betty Trent, Board Member; Barbara Hunt, Board Member; Beverly Sutton, Polices & Procedures, Bylaws; Tommy Thomas, committee chair; Lucy Enniss, committee chair

### CALL TO ORDER:

President Tina Weinberger called the meeting to order at 6:00 pm on July 12<sup>th</sup>, 2016 at 1600 Preston Ave.

Board approved June Minutes.

### OFFICER AND COMMITTEE REPORTS

#### 1. COMMITTEE REPORTS

- a. Bylaws, Beverly Sutton
  - i. Nothing to report
- b. Communications, Lisa Stark Walsh
  - i. Reviewed: Communications Committee report to the PHNA Board Directors
  - ii. All website recommendations were approved.
  - iii. Action item 06/14/2016: Lisa to remove "Away from Home" form on the PHNA website due to technical difficulties.
    1. Update 07/12/2016: Lisa will revisit
- c. Finance Ad-Hoc, Don Simkins, Barbara Hunt, Lisa Stark Walsh
  - i. Action item 07/12/2016: Don to setup e-mail address for Lucy to allow Lucy to run the away from home service without technical issues
- d. Government Affairs
  - i. Completed - Action Item: Betty to send letter of "No Position" to be sent to the Austin Division of Planning and Zoning
  - ii. Action item 06/14/2016: Betty to create a proposal for a dog park across from Hartford park

e. Nominations

i. Action item 06/14/2016: Each board member to provide 5 candidate names to be considered for committee and board positions

1. Update 07/12/2016: Reviewed the above

f. Policy & Procedures, Beverly Jewell Sutton

i. Review: Discussed ongoing re-write of policies & procedure descriptions. Process continues.

ii. Action Item 07/12/2016: Beverly to provide updated draft at the next meeting.

g. Social, Tommy Thomas

i. Review: PHNA Cookout. 30 in attendance. Discussed the Cook-out results. Will be named "Summer Cook-out" going forward.

ii. Review: PHNA Annual Picnic budget.

iii. Review: PHNA Caroling proposal.

iv. Action item 07/12/2016: Tommy to submit photos and article to Erin Shanley who will forward to Amanda.

v. Action item 07/12/2016: Tommy to review changing the PH Picnic in October for cost control purposes

vi. Action item 07/12/2016: Tommy to contact property owner and review details where fall picnic will be hosted.

h. Traffic & Safety, Environment chair, Lucy Ennis

i. Review: Distributed security contract for review.

ii. Action item 07/12/2016: To get FAN summary and prep for distribution.

iii. Action item 06/14/2016: Post traffic calming signs

1. Lucy is planning to post all signs by Sunday July 3<sup>rd</sup>

2. 07/12/2016: Lucy provided signs at the meeting. Will acquire brackets.

2. SPECIAL PROJECTS

a. Curb Painting, Betty Trent

i. Action item 06/14/2016: Betty to post on Nextdoor who the approved street painting group is and instruct on how to pay for this service

1. Follow up 07/12/2016: Betty has performed due diligence by trialing vendors in this area and will report

at the next meeting.

ii. Action item 06/14/2016: Betty to acquire a bid for tile signage reproduction further investigate street name painting

1. Follow up 07/12/2016

b. PHNA Membership management system

i. Action item 07/12/2016: Don and Daniel to review membership management systems

c. Local Visitor: Frank. Co-Founder of Friends of Austin Neighborhoods (FAN). Described the historical aspects of the comprehensive development plans in the city of Austin. Reviewed "Imagine Austin" for a new comprehensive city planning.

d. Pet Registry

i. Action item 07/12/2016: Tina to contact Erin Shanley regarding creation and registry of a pet registry.

### 3. PRESIDENT

a. Old Business:

i. Reviewed actions items

b. New Business: Pet registry

c. Board Action items:

i. Action Item 06/14/2016: All board members must bring 5 names and addresses to the next board meeting

1. Update 07/12/2016: Reviewed names. Formal names to be delivered next time.

ii. Action item 07/12/2016: Each board member to get 1 sponsorship and 2 silent auctioneers for the PH Picnic

iii. Action item 07/12/2016: Each board member needs to review the security contract and bring any feedback to the next meeting

**d. Next Boarding Meeting: August 9<sup>th</sup> 2016 at Betty Trent's house, 2822 A Woodridge**