

PHNA

Meeting Minutes

March 9, 2016

I. Call to order

Tina Weinberger called to order the regular meeting of the PHNA at 6:40 on March 9, 2016 at 2822 Wooldridge DR.

II. Roll call

The following persons were present: Barbara Hunt, Jane Hayman (drop-in), Don Simkins, Daniel Soteldo, Beverly Jewell Sutton, Tommy Thomas, Betty Trent, Lisa Stark Walsh, Tina Weinberger. Lucy Enniss was unable to attend.

III. Approval of minutes from previous meetings

Minutes from the Feb. 2 meeting approved as amended. Paragraph 6 was amended to read as follows:

6. Tina reviewed the process through which PHNA members, other than Board members, are able to provide input to the board: attend a meeting and speak up during the "Open Forum" segment, speak with the officer or committee chair responsible for handling related matters, request the topic be added to the agenda of an upcoming Board meeting or join the appropriate committee. It was agreed that a person who has been invited to speak and is on the agenda should arrive at 6:45 pm. The Bylaws govern all other circumstances arising in the "Open Forum."

Minutes from the January 6th meeting found to be in need of further editing for completeness. Approval deferred until editing completed.

IV. Open issues

- a) **Treasurer** Don Simkins reviewed research into board insurance & reported current D & O policy is appropriate in terms of price and coverage.
Action Item: Simkins will continue search for less expensive policy.
- b) **Bylaws**, Chair Dr. Beverly Jewell Sutton pointed to a change planned for bylaws from using the current PHNA year (Oct. 1 - Sept. 30) to using a calendar year (Jan. 1 - Dec. 31).
- c) **Creation of Ad-hoc Finance committee** comprised of co-chairs Barbara Hunt & Don Simkins, and board member Lisa Stark Walsh.

d) **Communications**, Chair Lisa Stark Walsh

Information: Lisa shared tentative timeline for web project, draft survey of board members to determine their communication needs in their role as board members, and circulated draft of survey to gauge interests & needs of neighborhood in regard to the website.

Discussion: include the following in neighborhood survey:

1. What is your primary source of neighborhood info?
2. Do you use the website for making contributions to the security program?

Recommendation: Approval for the Communications Committee to administer a communications needs survey to aid in the redesign and enhancement of the PHNA web site and help guide effective overall communications between the PHNA Board and members and residents of PH. *Such survey will require an address to be completed and the final survey will be submitted to the Board before activating the survey.*

The Board approved the above recommendation & amended it by adding the italicized wording. The **amended recommendation was approved** by the Board.

e) **Government Affairs**, Chair Betty Trent:

Information: Betty will set up meeting regarding possible traffic-calming circle at 29th & Wooldridge. Refer to Environment & Safety committee.

Discussion: Suggestion made to use website blog to post summaries of current political issues confronting central west Austin.

Action Item: Investigate painting house numbers on curbs

f) **Nominations**, Co-chairs Daniel Soteldo & Lisa Stark Walsh

Information: Call for nominations will appear in May issue of LITH.

Action Item: Survey board members & committee chairs about skills most needed for various positions, and use info for recruitment in May & June.

g) **Social**, Chair Tommy Thomas

Information: 4 major events/year proposed. Each event can be used as fundraisers by offering sponsors of one event free advertising at other three.

Discussion: Concerns expressed about tendencies of boards to shift primary emphasis from social to fundraising. Caution advised in regard to ambitious fundraising goals. Finance committee should consider this issue in relation to PHNA mission statement.

V. New business

a) **Neighborhood boundaries**, Don Simkins

Information: boundaries are defined by each neighborhood association. There are at least two different maps circulating that define different boundaries for Pemberton Heights.

Action item: Map will be presented which will be voted on by Board and membership as definitive for PHNA, then posted on website and used consistently for all PHNA business.

b) **Electronic Recording of Board Meetings**, **Action item:** Policy & Procedures committee will recommend policy for dealing with the issue of electronic recordings at board meetings.

VI. Open Forum: Jane Hayman offered opinions and concerns on diverse issues, including timing of and content of postings, website platform type, and matters relating to the security patrol, nominating committee and triangles.

Discussion: As Board continues to hone operations in face of revamping of website, reassessment of priorities, and ongoing changes to bylaws, policies, & procedures, efforts will be made to make postings as timely as possible. Request made for Ms. Hayman to cease contacting Wortham insurance company as she does not represent the board on the matter of the insurance policy that PHNA has through Wortham.

VII. Setting of next meeting and Adjournment

Tina Weinberger adjourned the meeting at 9:45pm. In accordance with agreement of Board to pre-set regular meetings for the 2nd Wednesday of every other month for the next 6 months or as convenience permits, the next meeting was set for May 11, 2016 at 6:30pm in the home of Barbara Hunt, 1600 Preston Ave.

Minutes given email approval by PHNA Board 03/25/2016

