

**Minutes of the Regular Meeting of the Board of Directors of
Pemberton Heights Neighborhood Association
Wednesday, September 11, 2013**

Pemberton Heights Neighborhood Association (PHNA) Board meeting held on Wednesday, September 11, 2013 at 6:30pm at the Howson Branch Library, 2500 Exposition Blvd., Austin, TX with the President presiding over the meeting.

Board members present:

- President: Craig Duewall
- Vice President: Carla Hatler
- Secretary: Betty Trent
- Member at Large Sasha Edwards

Neighbors present:

- Kimberly Comstock
- Richard Craig
- Tina Weinberger
- Monnie Anderson

1. Minutes of the August 2013, Board meeting

- Approved with revisions to the treasurer's report

2. President's Report

- By-Laws election was passed by 29-11 margin. The new Board size may be increased to 9. There will be six available positions to elect. Sasha Edwards, member at large will not be running
- Call for Election nominations to be made Sept 15, Nominations are due Oct 1, Ballot to be drafted by Oct 15, Nov 2 Voting to begin, Nov 16 ballots must be received or postmarked.
- Candidates and Voting info to be posted in Journal and on the website
- A candidate forum should be set. Place and date to be determined.
- Membership is required to run for office, dues must be paid by October 10.
- There was discussion about the date for renewal of dues. The eligibility date for first time members will need to be discussed. The Board agreed the membership period will be October 2013-September 2014.
- Ballots to be mailed only
- Count to take place at Betty's Saturday, Nov 23
- Insurance refund received.

3. Treasurer's Report

- Balance is currently \$ 36,125.32
- Attach financials with notes

4. Security Committee Report

- The association will make a push for donation renewals, Craig will send out a reminder. Possibly use the postcard format from previous solicitations.
- Donations are required to be on the away from home list.

5. Committee Reports

- Policies and Procedures:
 - Meeting to be called by Jane Hayman to discuss changes required by the change in by-laws.

- Social Committee – Picnic update:
 - The committee is meeting regularly to finalize details.
 - The committee has gotten several commitments for platinum and gold sponsors and is in talks with others.
 - There have been so many donated items, a raffle or auction is being considered.
 - Beer and Wine license requirements and may require the event to be BYOB instead. Carla and Craig will be looking into options.
 - Insurance options for the event to be explored.
 - Board approved funds for carriage ride raffle
 - Volunteers are still needed to assist.
 - Betty will draft up some neighborhood interest boards to be on display at the picnic to request interest in activities and expenditures.

- Communications
 - A meeting to orient the Board on the new website administration will be called by Carla.
 - Betty will call a committee meeting to discuss communications
 - Betty has not located an alternate publisher.

- Triangles

A meeting is being set up with PARD to discuss our involvement. Neighbors met on Aug 30 to discuss the initial planning. Minutes could be posted on the website.

- Government Affairs Committee
 - Monnie asked the board to consider adding pet waste stations in the neighborhood. He will look into whether the city will maintain them if we purchase them. Cost seems to be about \$250/each.
 - Monnie and Richard Craig presented information on Shoal Creek Green Belt projects the association may want to consider being involved in: Bamboo removal and a memorial for Janet Fish. The APF has an adopt – a bench program to consider. Cost would be \$2400.00. Bamboo removal cost would be \$5000. The Board agreed more interaction with the Green Belt would be appropriate for the neighborhood, but took no action at this time.

- Neighborhood Garage Sale

Event to be Sept 28. Betty will include announcement in the Journal. Signs will be posted. At least 11 neighbors will be participating.

- Neighborhood Watch

Tina discussed that the neighborhood watch is functioning smoothly

6. New Business

- The Board has been made aware of a drug halfway type housing use on Jefferson near the triangle. Several police calls have been made at this house. Craig has been looking into whether this use is permitted and what action we can take if this continues to be a problem with police calls.

8. Consider questions and comments from neighbors in attendance.

- As discussed above

Meeting adjourned at 8:30 pm.