

**Minutes of the Regular Meeting of the Board of Directors of
Pemberton Heights Neighborhood Association
Wednesday, May 8, 2013**

Pemberton Heights Neighborhood Association (PHNA) Board meeting held on Wednesday, May 8, 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: Diane Umstead
- At Large: Sasha Edwards

Neighbors present (those who signed the sign in sheet):

- Loretta Fischer
- Tina Weinberger
- David Edwards
- Jane Hayman
- Monnie Anderson
- Richard Craig

1. Minutes of the April 17, 2013, Board meeting.

- The minutes were reviewed, and upon motion made by Diane Umstead and seconded by Sasha Edwards, approved unanimously.

2. Treasurer's Report.

- The Treasurer was not present, and the Board members were not provided a Treasurer's Report for review/approval.
- Sasha Evans stated that the current fund balances were: \$34,342 (Operations); \$16,444 (Security); and \$5000 (Triangles).
- Jane Hayman asked whether PHNA had, in previous years, paid more for the security program than it raised in security donations, then answered her own question, reporting that from her review of financial documents in the PHNA online DropBox, for the past three years security donations were less than expenditures for the security program.
- Jane Hayman reported that 80% of PHNA's Operations expenditures were on two things: insurance and the picnic. Diane Umstead responded that, while only 100 households may have attended, the picnic was open to all members.
- Monnie Anderson opined that, while facts from the past are important as a basis for future planning, it is not helpful to dwell on the actions of past boards.
- Jane Hayman suggested that the board adopt a comprehensive budget, and set membership dues based on that budget.
- Craig Duewall summarized the action items: the Finance Committee needs to meet, resolve the issue about security expenditures exceeding security donations, and prepare a comprehensive budget.
- Discussion continued on various topics, including the need for a webmaster, the need for a Membership Committee and a membership drive, and the need for both a Bylaws Committee meeting and a Social Committee meeting.

3. Creation of Land Use, Zoning & Permit Review Committee.

- Diane Umstead stated that the purpose of the committee would be to review the

notices of public hearing received from the City regarding requests for land development code variances, demolition and building permits, etc. for properties in our neighborhood.

- Craig Duewall said that WANG and Brykerwoods Neighborhood Association currently review such permit and variance requests, even those for properties in our neighborhood, but would defer to PHNA if PHNA had its own review process.
- Several in attendance commented on the scope of the committee. Monnie Anderson suggested that the committee serve to educate neighbors about permit/variance issues.
- Diane Umstead proposed that she draft guidelines for the committee for Board review and discussion.
- Following discussion, the Board deferred action on this agenda item.

4. Discuss Neighborhood Crime Statistics.

- Sasha Edwards reported that a recent APD Report shows that crime is down throughout the City of Austin.
- Tina Weinberger suggested that the best way to structure a security program is to research crime reports to find out the types and location of criminal activity. Craig Duewall commented that, because PHNA has had off-duty officers patrolling the neighborhood for the past few years, perhaps they were a deterrent to crime; in such case, past crime statistics would not be all that useful.
- Tina Weinberger suggested that perhaps the Board should call a meeting of all those neighbors who contribute to the Security Program to see what type of program they would prefer.
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5. PHNA Commercial General Liability Insurance Policy.

- Diane Umstead distributed to Board members the statutory provisions governing director/volunteer immunity and liability and information regarding the different types of insurance policies available; she reported that she'd met with Cherie Wilson at Watkins Insurance, and that Cherie is preparing a quote for D&O and General Liability insurance.
- Following discussion, the Board deferred action on this item.

At approximately 6:45 pm Diane Umstead had to leave to the meeting because of a scheduling conflict and following her departure the Board lacked a quorum to take an additional action.

6. Contract with Sentry Security.

* **No action taken. No quorum.**

7. Neighborhood Watch program.

* **No action taken. No quorum.**

8. Discuss and approve schedule for Bylaws and Policies Committee.

* **Meeting scheduled for May 28th. Craig Duewall to provide day and time.**

9. Discuss Pease Park Master Plan. Guest speaker: Richard Craig, Pease Park Conservancy.

* **Richard Craig provided detailed discussion to Pease Park Master Plan.**

10. Consider committee reports.

* **No action taken. No quorum.**

11. Consider questions and comments from neighbors in attendance.

* **None.**

12. Such other matters as may come before the Board.

* **None.**