

PHNA Board Meeting Minutes

11/07/2016

Board Members in Attendance: Tina Weinberger, President; Lisa Stark Walsh, VP; Daniel Soteldo, Secretary; Betty Trent, Board Member; Barbara Hunt, Board Member; Beverly Sutton, Board Member; Lucy Enniss, Board Member; Don Simkins, Treasurer

- I. Call to Order
 - A. President Tina Weinberger called the meeting to order at 6:45 pm on Nov. 7, 2016 at 2628 Jefferson St.
 - B. The Board tabled approving the minutes of the October 11, 2016 meeting until the next meeting.
 - C. Tina reviewed the preliminary agenda.

- II. Officer and Committee Reports
 - A. Nominations: Lisa Stark Walsh, President-Elect, Nominations Committee Chair
 1. Election Recap
 - a. Election judges to meet on Sunday, Nov. 13
 - b. Election results will be posted to Nextdoor and the PHNA website
 - B. Treasurer's Report: Don Simkins, Treasurer
 1. Monthly Report
 - a. Reviewed monthly report including renewal of the D&O insurance and updates on membership and the database
 2. Picnic Financials
 - a. Reviewed income and expenses related to the picnic; additional transactions anticipated.
 - C. Bylaws/Policies and Procedures: Beverly Sutton

The committee made three recommendations to the Policies and Procedures. The Board approved the following two recommendations and referred the fourth back to committee for additional work. Boldface indicates new language:

I.A.2. Election of a new Board officer, e.g., President-Elect, Secretary, and Treasurer-Elect, ***will occur after a Board Member volunteers or is nominated by a Board Member and is elected by majority vote of the Board.***

V.C. ***The Board approves contracts consistent with approved budgets and the President, President-Elect, or Treasurer will sign the contracts.***

- D. Communications: Lisa Stark Walsh, President-Elect, Communications Chair

1. Website Review
 - a. Discussed contract with designer, deadlines for submissions of copy and timeframes
 - b. New content outline has been delivered to web designer
 2. Nextdoor Review
 - a. Committee will review the pros and cons of this communications tool and its appropriate role in the mix of media available to PHNA.
 3. The committee also will be assessing Life in the Heights in the mix of communication tools.
- E. Environment: Lucy Enniss
Discussed triangle status and reported that a dead tree in Gail's Triangle recently was removed.
- F. Government Affairs: Betty Trent
 1. Current political issues of concern to the neighborhood
 - a. ANC is taking a break during the next couple months
 - b. Dalton Young, contact for Hartford Park, is applying for a grant from the Austin Park Foundation and requested letter of support from PHNA. Letter written by Betty & Tina was read to Board and has been sent to Dalton. See attached.
- G. Traffic & Safety: Lucy Enniss
 1. Proceeding with purchase of additional signs to calm traffic and speeding
 2. Status of crosswalk marking project: waiting to hear back from Kimberley Comstock and Asher Flynn following their meeting with Casis Elementary School Safety Committee.
- H. Social: Tina Weinberger, President, Social Chair
 1. Sponsorships & silent auction totals: Betty Trent
 2. Assessment of new registration system by Daniel Soteldo
 - a. Reviewed summary of information including numbers of attendees, percentages, how many used system, check-in issues, etc.
 - b. Reviewed advantages and disadvantages

III. Review & Assessment of Past Year

- A. Reviewed Progress
 1. Establishment of database
 2. Traffic & Safety: signs, curb numbers
 3. Website transformation
- B. Reviewed areas needing reexamination
 1. Triangles
 2. Membership
 3. Number of committees

4. Duties per committee chair

IV. Special Projects

- A. PHNA Membership management system: postponed for 2017
- B. Pet Registry: postponed for 2017

V. Next Meeting Location

- A. Dec 6 6:30pm

VI. Adjournment