

**Minutes of the Regular Meeting of the Board of Directors of  
Pemberton Heights Neighborhood Association  
Wednesday, June 12, 2013**

Pemberton Heights Neighborhood Association (PHNA) Board meeting held on Wednesday, June 12, 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
- Secretary: Carla Hatler
- At Large: Sasha Edwards

Neighbors present:

- Loretta Fischer
- Jane Hayman
- Monnie Anderson
- Carolyn Beynon
- Bob Wesson
- Dana Wesson
- Betty Trent

**1. Minutes of the May 8, 2013, Board meeting**

- The minutes were approved unanimously.

**2. Treasurer's Report**

- The Treasurer was not present, Sasha Edwards presented the Treasurer's Report and budget for review.
- Expense budget of \$7,153 was reviewed and unanimously approved.
- 0. Includes picnic budget of \$5,400
- Budget submissions by neighbors in the amount of \$910 were reviewed and unanimously approved:
  - 0. Neighborhood watch (signs): \$160
  - 1. 4<sup>th</sup> of July event: \$500
  - 2. Garage Sale (signs, advertising): \$250

**3. Security Committee Report**

- Security Committee chair was not present.
- Board members present discussed and unanimously approved the following:
  - Extend Sentry for another month
  - Increase hours when criminal activity increases (e.g. recent burglary attempts) – unanimously agreed to add 1 extra patrol day to the current days/hours
  - New requirement that neighbors must contribute to the security program to be allowed to be on the Away from Home List.

**4. Board Vacancy / Discuss Replacement Candidates / Select Replacement**

- Carla Hatler nominated for Vice President and accepted - unanimous Board approval
- Betty Trent nominated to fill vacant Board position, and to assume the Secretary position. Betty accepted nomination and had unanimous Board approval.
- Monnie Anderson nominated to chair Governmental Affairs Committee. Unanimously approved.

- Dana Wesson volunteered to join the Social Committee.

#### **5. Insurance Update / Insurance Discussion**

- The General Liability policy has been cancelled and the Board is waiting for a refund of approximately \$2,000.
- The Board and neighbors discussed event insurance and determined it may not be necessary to secure event insurance.

#### **6. Committee Reports**

- Governmental Affairs – no update, Monnie Anderson voted as new chair
- Bylaws and Policies (Craig)– no official “board meeting” update, but the committee was meeting directly before the Board meeting started.
  - It was suggested that the bylaws be changed to require a Board meeting every other month at a minimum. Carla suggested that the committee consider setting the minimum at once every three months instead to give the Board more flexibility, even though the Board will likely meet more frequently.
  - It was suggested that the Board adopt Goldberg’s Rules of Order, which are designed for associations such as PHNA (and that Robert’s Rules of Order may be too complicated).
  - There was much debate over voting rights and dues. Who should be allowed to vote, should residents be required to pay dues to vote, etc.
- Social (Carla)–
  - picnic planning underway.
  - Dana Wesson mentioned an acoustic band that might be good (and not too loud) – they often perform at Dai Due dinners and provide nice background music that would be conducive to neighbors chatting and enjoying music in the background.
  - Discussed having an adult-only event on a separate day/time.
- Communications (Carla):
  - Discussed hiring a webmaster versus moving the website to a new platform that is easy for all Board members to access and update. Carla motioned that the Board move to a new website platform instead for a cost of less than \$500 per year. The Board unanimously approved.
  - Discussed survey results. Monnie suggested we work with John Murphy (an Advertising professor at UT) on the survey. Carla mentioned desire to have someone unbiased help interpret the results.
- Triangles (needs a chair): Discussed the need to have a chairperson. Water lines will begin installation in July. Survey results indicated neighborhood support for installing a playground at the triangle at Jefferson/Hartford/Etheridge.

#### **7. Operating Fund**

- Consideration of possible uses for excess funds in the operating account (approximately \$12,900). Ideas discussed:
  - Sidewalks (not nearly enough money for this, may be other ways to fund sidewalks)
  - Playground
- No action was taken.

#### **8. Consider questions and comments from neighbors in attendance.**

- No questions posed.

- Craig Duewall updated the Board and neighbors attending that Jill Mayfield from the City of Austin will be attending the July Board meeting to host a Q&A on water line replacement that will begin in the neighborhood in July.
- Betty Trent mentioned she would like to put a notice in the Journal.
- The Board agreed this would be the only item on the agenda for the July Board meeting.

**Meeting adjourned at 8:31pm.**