

# Pine Brook Civic Association

## Annual Meeting Minutes

October 17, 2022 7:00 pm

Attending: Garrison Price, Brad Perva, Lisa Keck, Ramon Marin, Katie Azeles, Micheline Balo, Ann Furr, Benn Trassat, Sara Weiser, Teresa Williams, Lee Morrison, Don & Karen Steinmeier, Charles Mullin, Steve Hubler, Ann Furr, Matt Burkley, Kevin Teter, Michael Kessler, Don Fry, Katie & John Manning, Margaret Mayberry

Attending by Proxy: Blascovich, Coyle, Crist, Deglmann, Fenwick, Heckman, Hensel, Hoffman, Holland, Koerner, Lis, Manchon, Mayeski, McMullin, Moomaw, Muller, Olejniczak, Osborne, Placey, Schuckers, Sollenberger, Stiteler, Szukalski, Ulp, Ulrich, Voda

Meeting called to order at 7:05pm by Garrison Price, President.

- 1) 2023 Budget presented by Ramon Marin, Treasurer.
  - a. CY22 will end with approximately \$38,500 (\$6,500 in Checking, \$16,500 in Savings, and \$15,500 in Certificate of Deposit).
  - b. CY22 (to date) indicates we overestimated dues received. We estimated 280 member houses, and have received 227. Expenditures are on track with approximately 9 months (75%) completed, and we are at 78.6% of annual expenses reconciled. We received a \$4,000 tax refund this year related to previous sale of property for the Orrs Bridge renovation, which kept us in the black. There remain some picnic and mailing expenses outstanding that were submitted to Ramon tonight. Two trees are also scheduled to be removed from Pavilion Park at a cost of \$3,200; there is opportunity to replace the trees, and input is welcome from any neighbor or the Garden Club.
  - c. Proposed CY23 budget increases the Events budget from \$1,500 to \$2,000, for a total budget of \$21,900. Motion made by Garrison to accept the 2023 budget, seconded by Don Fry, and passed unanimously.
  - d. There is potential for improvements to Hidden Park playground equipment. This may need to be a capital investment project. Some ideas for funding include business sponsorships, neighbor sponsorships, grants. Volunteers welcome to create a committee to develop a plan and budget.
- 2) 2023 Board goals: communication, engagement/volunteering. There are concerns with the email listserv, noting that not everyone is receiving all emails. A committee has been formed to identify alternative options, as the listserv is not meeting current security of email providers. There are concerns of electronic information overload, and while we have email and Facebook, we may need to return to some print information delivered to neighbors. Ideas shared included putting signs as neighbors exit the neighborhood onto Orrs Bridge to announce events, recruiting block captains, and hosting neighborhood history tours that could include event information. Signs were found in the shed when it was cleaned out this summer, and Lisa Keck identified that we have not yet taken inventory of them, but we can be ready for upcoming events. Katie Azeles shared the 2022 Events sign that has been displayed at food truck and other events; this was well received but too detailed for signs as we exit the neighborhood.

- 3) Events - Ann Furr announced that food trucks for 2023 will be reduced to once a month in spring/summer, and may be paired with a movie night or other activity. We will add park cleanup and work days to the calendar. Drafted calendar attached. Volunteers requested to help coordinate events.
  - a. Upcoming events for 2022 include Thanksgiving Day Turkey Trot, House Decorating Contest & Hot Cocoa (sponsored by Amy Wastler), and Santa Visit from Hampden Volunteer Fire Dept.
  - b. Katie Azeles will confirm if we need a volunteer to lead the Turkey Trot. Thank you to the Gleeson family for creating and hosting this event for many years!
- 4) Election of 2023 Board. Lisa Keck presented on behalf of the Nominating Committee (Lisa Keck, Garrison Price, Margaret Mayberry, Allison Setliff), and asked the nominees to introduce themselves.

<b>President</b>		Garrison Price
<b>Vice President</b>		Brad Perva
<b>Board Directors (8)</b>		
Catherine Azeles		
Micheline Balo		
Zach Duffy		
Ann Furr		
Elyse Smeigh		
Benn Trassatt		
Sara Weiser		
Teresa Williams		

Lisa motioned to vote the slate in its entirety, seconded by Lee Morrison; passed unanimously.

- 5) Garrison presented bylaw amendment Deb Kirby Memorial Amendment, to permit a homeowner to proxy their Board involvement to their tenant. The dues would need to be paid by either the owner or the tenant, and the annual notification must be approved by the board. In the event of Special Projects, the board may request payment from each property owner; this amendment does not impact that bylaw. Motion to approve amendment made by Lee, seconded by Michael Kessler; passed unanimously.
- 6) Garrison moved to honor Deb Kirby by awarding her an Honorary PBCA Membership, posthumously. Motion was seconded by Lee and passed unanimously.
- 7) Garrison presented bylaw amendment for electronic communications of meeting notifications. Lee recommended to amend the amendment to limit electronic communication to those who provide consent. Motion to approve the amendment as amended moved by Garrison, seconded by Michael Kessler, and approved unanimously.

Meeting adjourned at 8:16pm.

Respectfully submitted,

Lisa Keck, Secretary

## 2023 PBCA Events

April – Easter Egg Hunt – Hidden Park

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Spring Clean up Weekends

Clean Up

Mulching

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May - Spring Yard Sale

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Summer: Ultimate Frisbee

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Food Trucks TBD

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August – Back to School Night

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September

Pavilion Park work weekend

Picnic

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October –

Annual Meeting

Fall Yard Sale

Pumpkin Carving

Fall Cleanup Weekend

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November – Turkey Trot

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December – Hampden Volunteer Fire Dept Santa Visit Dept