

3/14/2022 PBCA Minutes

Attendance

Garrison Price, Lisa Keck, Mike Kessler, Brad Perva, Teresa Williams, Catherine Azeles, Elyse Smeigh

Next meeting - 4/11/2021

MINUTES

1. DID NOT HAVE QUORUM
2. Review of last month's minutes
3. Secretary's Report (Jeff)
 - a. No report
4. Treasurer's Report
 - a. No report
5. President's Remarks/Updates
 - a. Emphasis on final dues letter and facebook
6. Landscape/Grounds
 - a. Downspout at pavilion needs to be repaired
 - b. Lights taken down.
7. Planning
 - a. No update
8. Old Business
 - a. Tax topic
 - i. Lee was not in attendance so did not get an update
9. New Business
 - a. Thank you letter to retired board members
 - i. Listserv
 - ii. Facebook
 - b. Social Media presence
 - i. Will create Facebook page and Instagram page - Benn
 - c. Digital Calendar
 - i. Going to use Google and see how it works - Garrison
 - i. Execution of neighborhood participation reminders
10. Next meeting - 4/11/2021

Actions	Owner	Status
Create Facebook page	Benn	
Create Instagram page	Benn	
Create social media pbca email address for Benn	Jeff	
Picture Contest		Forgot to mention during meeting
Create spreadsheet of new homeowners	Mike/Garrison	Not Started
Welcome letter/packet to new neighbors	Lisa, Theresa	Lisa is going to propose candles to be voted on
Google Calendar	Garrison	
Talk to June about what she needs for Hidden Park	Lisa	
Easter Egg Hunt -	Lisa	Scheduled for 4/9/22
March PBCA Dues Communication Letter	Elyse/Jeff	Create a flyer
Continue to define roles of each board member, general responsibilities, etc.	Everyone	
Thank you letter for retired board members	TBD	
Jeff to create social media email address	Jeff	
Send the February and January dues email to Catherine	Garrison	
Get the events calendar on PBCA website calendar	Garrison	

PBCA Annual Calendar:

Dues Campaign	Q1	
Dues Communication 1	1/24/2022	
Dues Communication 2	Feb, 2022	
Dues Communication 3	March, 2022	
Easter Egg Hunt	4/9/2022 - 3PM	\$250.00
Water turned on at Pavilion	~April	
Porta Potty	~April	
Spring Cleanup (General cleanup of parks)	~April	
Mulch (Alternate parks annually)	Early May	
Spring Yard Sale	5/20/2022 - 5/21/2022	
Nominating committee	August, 2022	
Annual Picnic	9/11/2022 - Sunday	
Nomination letter/proxy	14 days before October meeting	
Fall Yard Sale	10/7/2022 - 10/8/2022	
Pumpkin Patch Deal?	Late October	
Turkey Trot	11/24/2022	
December	Santa Visit	