

8/21/2022 PBCA Minutes

Attendance

Garrison Price, Lisa Keck, Catherine Azeles, Ann Fur, Teresa,

Next meeting - 9/12/2022 via Zoom - 7:30PM

AGENDA

1. ROLL CALL - DO WE HAVE A QUORUM?
 - a. No
2. Annual Picnic Prep (9/11/2022)
 - Annual picnic planning committee led by Ann Fur - Everything is on track.
 - Really impressed with the amount of time spent in planning this event.
 - **Tasks to complete near day of picnic.**
 - Make sure park is mowed.
 - Clean off Pavilion - Would be nice to clean up before back to school night.
 - Ramp up advertisement
 - Board members to sign up for 1 hour of service
 - Bug spray for grass (Trugreen)
 - Brad to project Football games
3. **Proxy forms need to be sent out by 9/15/2022**
4. President's Remarks
 - a. Spoke with board members about improving communication to the board. Focus on improving consistency and clarity of information sent out.
5. Garden Club
 - a. Lisa to ask for entrance park proposal
 - i. To possibly present in September or October meeting
6. Splitting of Secretary Roles
 - a. We spoke to splitting the technology aspect and secretarial duties to alleviate work load on Jeff.
 - i. Lisa to pick up Secretary duties
7. Digital Calendar
 - i. Going to use Google and see how it works - Garrison
 - i. Execution of neighborhood participation reminders
8. Next meeting - 9/11/2022 730PM via zoom
 - a. Lisa to schedule zoom call.

Actions	Owner	Status
Jeff to check if Lisa has Email function	Jeff	
Jeff to look into different list serve recipient lists	Jeff	
Excel spreadsheet of neighborhood	Jeff	
Picture Contest		Not Started
Google Calendar	Garrison	Not Started
Talk to June about what she needs for Hidden Park	Lisa	Also about Entrance
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	On hold
Get the events calendar on PBCA website calendar	Garrison	Not Started

PBCA Annual Calendar:

Dues Campaign	Q1	
Dues Communication 1	1/24/2022	
Dues Communication 2	Feb, 2022	
Dues Communication 3	March, 2022	
Dues Communication 4	April, 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	
Send out Proxy Votes	9/15/2022	
Fall Yard Sale	10/7/2022 - 10/8/2022	
Pumpkin Patch Deal?	Late October	
Turkey Trot	11/24/2022	
December	Santa Visit	