6/13/2022 PBCA Meeting Agenda

**Attendance**

**AGENDA**

* 1. ROLL CALL - DO WE HAVE A QUORUM? -
     1. Review of last month's minutes
  2. SECRETARY'S REPORT (JEFF)
     1. Dues collection update -
     2. Will be targeting residents who are late on dues
        1. Mailing - USPS, need a mailing list put together
        2. Email - Final Dues notice will be emailed
  3. TREASURER'S REPROT
  4. UPCOMING EVENTS
     1. ANNUAL PICNIC!
        1. Budgetary numbers
        2. Petting zoo
        3. Craft table
     2. Shed Cleanup - Start organizing/cleaning before next month's meeting
  5. SOCIAL MEDIA UPDATE

* 1. PRESIDENT'S REMARKS/UPDATES
     1. Turn out for mulching was lack luster. I think we need the Pinebrook ladies to advertise/encourage turnout for future "labor" events.
     2. I may have a ongoing schedule conflict with the monthly meeting. 830PM may be most ideal for me. Will keep you posted.
     3. June left me a voice mail and have not had time to call her back. I believe it was about the entrance landscaping. Need to call her back.
  2. LANDSCAPE/GROUNDS
     1. Downspout at pavilion STILL needs to be repaired (GARRISON!)
     2. Lights taken down.
     3. Ongoing beatification projects
        1. Entrance
        2. Pavilion - emphasis on annual picnic
  3. NEW RESIDENT WELCOME GIFT - PROJECT
  4. PLANNING
     1. Entrance renovation
        1. Ask June what she thinks about plants for the entrance
        2. Turn into a neighborhood effort
           1. Planting
           2. Purchasing of plants
  5. OLD BUSINESS
     1. Tax topic
        1. Waiting for a response from the state.
  6. NEW BUSINESS
     1. Thank you letter to retired board members
        1. Listserv
        2. Facebook
     2. Digital Calendar
        1. Going to use Google and see how it works - Garrison
           1. Execution of neighborhood participation reminders
  7. NEXT MEETING -

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| **Actions** | **Owner** | **Status** |
| Create Instagram page | Benn |  |
| Create social media pbca email address for Benn | Jeff | **On hold for now until Wayne has time to create the address** |
| 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 |  |
| Get the events calendar on PBCA website calendar | Garrison | **Not Started** |
| Get Wayne contact information for landscaping | Garrison | **Completed** |

**PBCA Annual Calendar:**

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| 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 |  |
| Fall Yard Sale | 10/7/2022 - 10/8/2022 |  |
| Pumpkin Patch Deal? | Late October |  |
| Turkey Trot | 11/24/2022 |  |
| December | Santa Visit |  |