

Parkwood Garden Club
Board of Directors' Minutes
August 11, 2014 Meeting

The August 11, 2014 meeting of the Parkwood Garden Club (PGC) Board of Directors was held at 371 W. Parkwood Rd, Decatur, GA. The meeting was called to order at 7:38 pm. The following officers and committee chairs attended: Steve Elmore, Sean Pruett, Becky Vocaire, Karna Candler, Sheri Kennedy, Katy Mallory, Christina Carter, Tom Bell, Bryan Bell

Budget Review – Steve Elmore

- A. See attached Treasurer's Report
 - a. Steve paid Karna for the (3) speeding signs
 - b. Approved**

Discuss Budget and Dues – Sean Pruett

- A. See Budget History 2012-2015.
 - a. Unspent budget funds have changed in that in 2013 and 2014 those monies were taken and added back to the new budget
 - b. Budget has become a lot more complicated. 2015 is a draft proposal. Looks like we will need \$6,175 for a clean budget with 90 members at \$65. (FYI-this is updated from Steve's revised Draft Budget after our discussion at the meeting)
- B. See Draft Budget to the Board Report
 - a. Last year the dues were \$45. The Board had chosen not to raise dues. However, the dues have not covered the budget.
 - b. Steve is proposing an increase to \$65 for dues
- C. Sheri shares history of Parkwood Park budget – see PPC Budget Request report
 - a. Invasive plant removal could be budgeted at \$100-150 / yr once under control
 - b. The \$19,255 listed in Table 1 is from contributions and fundraisers not considered in the annual budget over the last 4 years
 - c. The donations have funded one-time items (Parkwood Park Sign) along with maintenance items and special projects for the park, however, general maintenance needs to be considered in the annual budget. We may need to establish a Tree Maintenance Reserve Fund going forward.
 - d. Additional fees for mow and blow were originally out of donations and now we are asking for it out of the dues. This information needs to be included in the membership drive letter.
- D. Holiday Decorations – wreaths are in good condition but bows need to be replaced.
- E. Neighbor Care is a big job. Karna proposed we move \$50 from the Hostess Gift funds to Neighbor Care to help pay for the ingredients of the baked goods that Anne Dicks takes to new neighbors. Karna will contact Ann to find out about how much that would be.
- F. Look at amending by-laws if there is any provision to add funds back to the Reserve Fund.
- G. The Board needs to start thinking about what items could be deleted or changed in the draft budget so we can agree on a budget at the September meeting

Parkwood Garden Club
Board of Directors' Minutes
August 11, 2014 Meeting

Civic Committee – Bryan Bell

- A. See attached Sidewalk Repair Report
- B. Sidewalk Repairs
 - a. Scouring – Bryan shows picture to board of what the leveling effect scouring has on the sidewalk visually. Board agrees to move forth
 - b. The work on the sidewalk on Parkwood Lane has already been started.
 - c. Bryan wanted to discuss how we approach neighbors that the work directly affects. The sidewalks are the city's, not private property.
 - i. In one location they have to meander the sidewalk around into the planting area between the sidewalk and street and the resident is concerned about a tree on their tree lawn being ripped out. Board agrees to offer to help move the tree.
 - ii. City is liable if they know about the trip hazard and do not do anything about it. Not performing the work is not an option
- C. Karna would like to make it a priority to keep speeding and traffic volume through the neighborhood to a minimum. Perhaps no through traffic at certain times of day would be beneficial. Tom will put together a draft letter to Decatur.
- D. We missed the cut-off for being on Decatur's 2015 paving list and will be placed on it for 2016.
 - a. There is an option to have them patch our roads but that could move us down the paving list. Board says "no" to patching and wishes to just wait to be repaved.
 - b. There is concern over the height of our curbs and if repaved that they will be diminished even further.

Membership – Katy Mallory

- A. See attached Membership Update Report
- B. Fall Party Hostesses are Lindsey Horton and Robin Shetler. They are going to organize the street party and have picked Saturday, Oct. 25th as the date.
 - a. Karna will ask them if Sunday, Oct. 26th would work for them. Sunday activities seem to be better attended than Saturdays.
- C. Facebook for PGC will be shifted to a private group status.
 - a. We can clean it up when we do the membership drive. Facebook should be private and closed to members only – a benefit of being a member of the PGC.
- D. Noah Peeters and Rebecca Wasserman @ 202 E. Parkwood are now moved in. They have a daughter and son.
- E. Board is pleased with the group emails using Mailchimp
 - a. Let's have every email come from the news@parkwood.com address.
- F. The posting of lost pets should occur on Nation of Neighbors and Facebook.
- G. Linda Harris from COD is putting together a packet for new residents.
- H. Membership letter will be coming from the President. Sean will work on this so it is ready at the September Board Meeting

Parkwood Park Update

- A. See attached PPC Update Report

Parkwood Garden Club
Board of Directors' Minutes
August 11, 2014 Meeting

- B. Beer Festival Grant Plans – Sheri shared a quick glance at the plans for the west side of the park if we are awarded the grant. She requested \$3000 in the grant. We will know if we get the grant by Jan/Feb 2015.
- C. Steve received a letter from the insurance company that they will not renew our policy. Since it has changed status from vacant land to park open to the public, we will need a new policy. Our neighbor, Neil Dobbs, will volunteer to look for another policy.
 - a. Regardless, our policy will never be \$250 again. It is estimated to be about \$500 and needs to be reflected as such in the budget for a placeholder.
 - b. Oct 29th is the current expiration date.
- D. Sheri talked with our current insurance agent about the W Parkwood fallen trees. The trees fell across W Parkwood into 471 and 498 W Parkwood drive ways. Since the trees were live but struck by lightening, the homeowners are responsible for removing the limbs and debris from their yard. The City will remove the tree trunk from the road and the PGC/PPC will be responsible for removing any debris from the park.

Speeding Signs – Karna Candler

- A. Karna ordered (3) “Drive Like Your Child Lives Here” signs and proposes to have one at the Ponce entrance, one at the E Lake entrance and one at the Upland entrance.
- B. Karna also proposes that we have them up for Sept. and October, then take them down and put them up again in late winter early spring. Perhaps the signs, in conjunction with some police attention, will begin to train people to drive slower through our neighborhood.
 - a. Signs must be in private property so that COD does not pick them up.
- C. The cost was \$30 and was paid from the misc. budget

Historic District Update – Tom Bell

- A. Leigh Potts and Bryan Bell are Co-Chairs and Megan Pruett is Secretary
- B. PLHD committee is going to go over all the guidelines in the existing Historic Ordinance and then move forward with cottage meetings to share the thoughts of the committee and get consensus from the neighborhood. Before the end of the year they hope to take the proposed guidelines to the city for approval.
- C. There needs to be an education plan/schedule to reach out to the neighborhood on the efforts of the group
- D. It is recommended that the by-laws be amended to include a non-affiliated, board recognized committee that is not necessarily supported by the board. Those groups will then have access to Mailchimp, communication, etc.
 - a. Sean will look into this amendment.

Sean motions to approve July’s meeting minutes. Sheri seconds. All approve.

Upcoming Meeting – September 8, 7:00p @ 271 W. Parkwood Rd.

Meeting closed at 9:40p

Parkwood Garden Club
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August 11, 2014 Meeting

To Do List/Action Items

- Revisit a quarterly newsletter – assign a new committee? (Membership)
- Board discussion of communication to neighbors on Decatur. Sending a refresher about City of Decatur services and amenities to the entire neighborhood. (Civic)
- Should we have COD to go through our neighborhood for code violations and notify violators? (Civic for next meeting)
- Traffic Calming from the city of Decatur needs 75% approval. Is this something to take action on? (Civic for next meeting)
- Decatur Focus article on the park (Park Committee)
- Preserving the History of the PGC at the DeKalb History Center - discussion of plans to preserve our history going forward and how to catch up some of the missed years (Sheri Kennedy)
- Membership letter needs to be reviewed at the Sept meeting. (Sean)
- Parkwood LHD Committee needs to put together an education plan to get news and information out to neighbors (Bryan).
- Work up the (2) proposed by-laws for the Sept meeting (Sean)
- Draft letter to the city of Decatur in respect to traffic (Tom)