

PGC BOARD Minutes

June 10, 2015

The June 10th, 2015 Parkwood Garden Club (PGC) Board Meeting was held at Tom Bell's house, 243 E Parkwood Rd, Decatur, GA. The meeting was called to order at 7:10 pm. The following officers and committee chairs attended: Tom Bell, Leigh Potts, Sheri Kennedy, Steve Elmore, Bryan Bell, Ron Thomas, Laura Thompson, Lindsey de Beer, Robin Shetler.

1. Call to Order – President, 7:10 pm
2. Introductions of new board
3. Approval of Annual Meeting Minutes-motion to approve, Robin, 2nd Lindsey. All approved.

President's Reports- Tom Bell

- A. Decision of future meetings- 2nd Monday's, 7:00pm.
- B. Robert's Rules: helpful to see how meetings are conducted.
- C. Board policies- will continue to use previous policies the board has used.
- D. By-laws: It was discussed that the by-laws are relatively new and that the original intent of the Parkwood Garden Club was as a social club. It was discussed the concerns of neighbors who see PGC as increasing their scope from the original purpose.

Treasurer Report- Steve Elmore

- A. See the attached budget report (3 pages)
- B. Policies- Steve moved to modify item 2 under Board of Directors Policies (Financial).
“Expenditure of funds identified in the PGC budget require only the approval of the appropriate committee chair or officer. Adjustment of line item amounts within a committee's budget, provided the committee's total budget does not exceed the total budget does not exceed the total amount approved for the committee by the board, may be made by the committee chair. Expenditure of the Park Special Fund and the funds held by the South Fork Conservancy require only the approval of the chair of the Park Committee. All other expenditures require specific approval by the board. (June 10, 2015 Board Meeting)”
- C. Robyn moved to amend this modification to include: *“A single expenditure of funds equal to or less than \$500 would not require the approval of the board”*.
- D. It was discussed the need to add a dollar limit over which it would require board approval. There was discussion on clarifying current policy vs. amendment. Steve and Robyn agreed to discuss this matter further and will follow up at the next board meeting in August.

- E. Tom moved to table this discussion and amendment until August meeting. All in favor.
- F. Tom is appointing Joanna Quillen to be the auditor.

Committee Reports-

- A. Membership (Laura Thompson)
 - a. If anyone knows of new people moving into neighborhood they need to let Laura Thompson know.
 - b. Danielle Beck is our Neighbor Care who will make the visit.
- B. Communications (Lindsey de Beer)
 - a. Email procedures- chair will send out email to board members for editing before sending out to all members
- C. Civic (Bryan Bell)
 - a. Bryan talked to GA power regarding burying utilities. Due to cost it will not be looked into further.
 - b. No news on paving of E Parkwood. He will continue to call back to get information.
- D. Parkwood Park Committee (Sheri Kennedy)
 - a. Sheri noted all the new plantings to the park and the circle.
- E. Additional Discussion Points
 - a. Comments on the Annual Meeting- acknowledged need to improve communications to neighborhood. Will send out letter to members acknowledging poor communication regarding National Register and Local Historic District and stating our intention to improve communications in the future.
 - b. Local Historic District Interest Surveys- 24 out of 56 returned. Mostly not in favor of adopting a local historic district. Bryan will wait until June 12 for deadline of survey to announce results. Results will go to everyone in neighborhood.
 - c. Local Historic District and National Register Designation- tabled the discussion until August.
 - d. Tom will send an email to the Paulino's inviting them to meet later this summer with members of the Board along with any other neighbors who express interest.
 - e. The Winter party was cancelled because no one volunteered to host. We will put on agenda for August to try to have winter party again.
- F. Left-over To-do Items –

- a. Will talk to Becky about confirming about drop-box at the DeKalb History Center
 - b. Will continue to look through old meeting minutes to find out if anything of significance needs to be added to the History Center over the last couple of years.
 - c. Original letter regarding directory advertising needing to be included in records – remains open.
 - d. Traffic calming- remains open
 - e. Street light- remains open
- G. Next Meeting- August 10th, 7pm Leigh Potts to host (231 E Parkwood). Sept meeting TBA.

Meeting adjourned 8:58