

Minutes Of the Meeting

The Parkwood Terrace Improvement Association, Inc.
July 13, 2026 | 6:30PM | BAKER, LA
Virtual Meeting (Zoom)

MEETING DETAILS

Call to Order – Regular Meeting

The meeting was called to order by President Cynthia D. Miller at 6:33 pm.

Present: Cynthia D. Miller, Johnney McQuarter, Vallory S. Hills, Tasha Elbert-McClain, Deborah Anderson, Eddie Young and Cherryl Montgomery. **Not Present:** Kaylin Ricard and Morgan Watson.

Invocation – Helen Watson.

Approval of Agenda

Motion to approve agenda as presented was made by Linda B. Perkins. Seconded by Johnney McQuarter. [Motion Passed.](#)

Approval of Minutes

The minutes for the previous meeting will be approved at the October meeting. Johnney McQuarter made the motion to defer minutes to the October meeting. Seconded by Eddie Young. Motion Passed.

Agenda Items for Discussion

Correspondence – Vallory S. Hills.

Thank you card to PTIA was read on behalf of the Nathan Brooks Family on the passing of their loved one.

Old Business

1. CDs – Tasha Elbert-McClain

Vallory is now available to sign off on the CDs. She and President Miller will give a report at the October meeting.

2. Emergency Exit - Johnney McQuarter

Johnney McQuarter gave an update on the Emergency Exit from BREC. He stated that BREC officials and PTIA officers will give an update regarding the Emergency Exit and the Baton Rouge Fair grounds as they become available.

3. Officer Election Results - Cynthia D. Miller

President Miller confirmed the new officers were added to the Executive Committee: Kaylin Ricard, Assistant Secretary and Morgan Watson, Chaplain.

4. **Dues – Cynthia D. Miller**

PTIA dues are due at the end of July 2026. The dues are \$50.00. If anyone has questions about dues owed/status Tasha Elbert-McClain will give that update.

5. **Juneteenth – Cynthia D. Miller**

President Miller thanked everyone for their attendance. She also celebrated those that attended for their first time. President Miller asked if anyone would prefer having the Juneteenth celebration every other year as opposed to every year since it rolls around so fast. Most stated they would like the Juneteenth celebration to remain every year. More volunteers will be needed to prepare for next year's Juneteenth celebration. Being that next year's Juneteenth celebration will fall on June 19, 2027, we will prepare to keep it a week before (June 12, 2027) to prevent conflicts with other city-wide events that may take place on the actual Juneteenth date (June 19, 2027). We will book the Baker Municipal Center again for our celebration.

New Business

1. **Christmas Decorations – Cynthia Miller**

Those who helped last year will not be available this year. We need volunteers or pay someone to put them up. Decorations are currently housed at Gloria Johnson's home. Cheryl will send out an email asking for assistance with Christmas decorating and Juneteenth volunteers.

2. **Crime Prevention – Jerri Booker**

Harry Horton gave the report in Jerri Booker's absence. Meetings will be held Wednesday, July 1, 2026 and Monday September 7, 2026 to discuss the Crime Prevention Bill and to inform attendees that the fees will be \$100 dollars a year. A flyer will be passed out to residents in the near future informing them about the Crime Prevention Bill. An exact date to be determined.

3. **Committee Reports**

a. **Financial Report/Membership – Tasha Elbert McClain**

Tasha presented the June 2026 Financial Report and a viewable attachment of the report was presented and reviewed. **(See Attached Financial Report)**. Tasha also created a flyer that reflected various ways to pay your dues. Vallory will post it on the website.

Eddie Young made a motion to accept the Financial Report. Seconded by Gloria Johnson.
Motion Passed.

b. **ACC/Compliance – Eddie Young**

Canvassing went well. Crepe Myrtles need to be trimmed and pruned. Shrubs also need to be maintained.

Canal along subdivision that is parallel with Alba Drive has an odor. The City of Baker determined there is sewer pipe that is breached that crosses the canal and runs across Lavey Lane causing the odor. The City is addressing it. Vallory mentioned a concern at the entrance to the subdivision and common area: Two magnolia trees are blocking the Parkwood Terrace sign; she would like to see them removed or relocated if they continue to grow; and the grass needs cutting.

c. Hospitality – **Elouise Thomas**

Neighbors Robert Miller and Jo Ann Thomas on Brantley passed away. New neighbors are Mr. and Mrs. Charles Jones on Ector. They were welcomed by President Miller and Elouise Thomas. All new residents receive a welcome package. It was suggested that new residents should receive their compliance documents as part of the welcome package. Vallory stated that all PTIA documents are located at the website.

d. Newsletter/Website – **Vallory S. Hills**. No updates.

e. Street Captains – **Vallory S. Hills**. No updates.

4. State of Baker Reports (District #1)

Councilman, Dr. Charles Vincent

- Thanked Eddie Young for investigating the canal situation.
- The holes in the streets and the barrier cones have been removed from the front of neighborhood.
- July 18th Back to School Giveaway 8a-9a at Gazebo
- The Ordinance regarding violence in the city has been enhanced.
- Sidewalk updates – public works has been notified. Azie/Cadiz water issue has been rectified.
- The 10-mileage tax will be given after the council meeting.
- Keep up the good work PTIA!

Baker School Board Member – Linda B. Perkins

- 83 Students graduated from Baker Helix School May 19, 2026.
- Largest year to year growth in State of Louisiana. Last day of Leap testing is May 5, 2026. Results will be shared when received.
- Baker Heights and Park Ridge students return to school August 4, 2026.
- School Board Meeting August 4, 2026 – 6:00pm at the Baker School Board Office.

Meeting adjourned at 7:32pm

Next Meeting Date: October 5, 2026

Minutes Submitted by Kaylin Ricard, Assistant Secretary
Meeting Recorded by Cheryl F. Montgomery, Zoom Coordinator

Treasurer's Financial Report

Reporting Period: June 2026

Prepared by: Treasurer

Date Prepared: July 2026

Checking Account Summary

Description	Amount	Notes
Beginning Balance (06/01/2026)	\$2,267.33	
Deposits & Additions	\$1,712.50	Member Dues Payments
Debit Card Withdrawals	(\$149.85)	Juneteenth Purchases: Sam's Club (\$54.32, \$29.50, \$18.69); Walmart (\$39.18, \$8.14)
Electronic Withdrawals	(\$178.82)	\$14.24 City of Baker Water; \$164.58 Reimbursement to Cynthia Miller for Christmas storage bin purchase
Checks Paid	(\$25.00)	Hospitality Expense
Ending Balance (06/30/2026)	\$3,226.16	

Net Change (Checking): +\$958.83

Savings Account Summary

Description	Amount	Notes
Beginning Balance (06/01/2026)	\$14,753.08	
Deposits (Interest Earned)	\$0.13	Monthly Interest
Withdrawals	\$0.00	
Ending Balance (06/30/2026)	\$14,753.21	

Combined Account Overview

Description	Amount
Total Funds Beginning of Month	\$17,020.41
Total Funds End of Month	\$17,979.37
Net Change (All Accounts)	+\$958.96

Treasurer's Notes

- June revenue included **\$1,712.50 in member dues payments**, resulting in a positive increase in the organization's operating cash.
- Debit card expenditures totaling **\$149.85** were primarily associated with **Juneteenth event purchases** at Sam's Club and Walmart.
- Electronic withdrawals included routine **City of Baker water service** and a **\$164.58 reimbursement to Cynthia Miller** for the purchase of a Christmas storage bin approved for organizational use.
- One check in the amount of **\$25.00** was issued for a Hospitality Committee expense.
- The savings account remained unchanged except for **\$0.13 in earned interest**, reflecting the organization's continued reserve stability.