

**PARKWOOD TERRACE IMPROVEMENT ASSOCIATION
MINUTES**

Monday, April 3, 2023 @ 6:30 p.m., Baker, LA

NOTE: ITEMS IN **RED FONT** TO BE DISCUSSED AT MAY 1, 2023 MEETING

1. Call to Order

The meeting was called to order by President Cynthia D. Miller at 6:35 p.m.
Officers present: Cynthia Miller, Tasha Elbert McClain, Vallory Hills, Rose Cusic, Eddie Young, Gloria Johnson, and Cheryl Montgomery. Officers absent: Linda Stokes.

2. Invocation – Gloria Johnson

3. Approval of Agenda

It was moved by Rose Cusic to approve the agenda. Seconded by Bridget Riley.
Motion passed.

4. Approval of Minutes: February 6, 2023

It was moved by Vera Hollins to approve the minutes from the February 6, 2023 meeting.
Seconded by Gloria Johnson. Motion passed.

5. ITEMS FOR DISCUSSION (3 minutes each)

A. Correspondence - Vallory Hills

Thank you notes were received from the families of Audrey Hilton and Carl Watkins acknowledging the passing of their loved ones.

B. Old Business

1. Continue Concerns, Comments, Suggestions - President Miller
(Homeowner Information Form)

- a. Begin with Item “Suggestions” on page 5
Tabled to May 1, 2023 meeting

2. Reflective Street Signage Update – Cynthia Miller

President Miller stated the Reflective Street Signage is no longer necessary. Some signs are already reflective.

3. Volunteer Needed to Chair Handyman Services Committee – President Miller

Table to May 1, 2023 meeting

4. Next Steps in Amended Restrictions Process (See Committee Reports)

5. Juneteenth – President Miller (See Committee Reports)

6. Website – President Miller

Due to lack of funding PTIA will not launch a website.

C. New Business

1. Vote (For or Against) To Increase PTIA Dues – President Miller
from \$36 to \$50 beginning July 1, 2023

The voting process was conducted through 1) polling via Zoom (initiated by Cheryl Montgomery); and 2) written ballots were opened (along with text messages) and tallied by Vallory Hills, Secretary. Vallory will keep the written ballots/text messages for one week in the event someone wants to review them.

The majority of votes approved the PTIA Dues Increase from \$36 to \$50 beginning July 1, 2023.

In addition, people who have paid dues in advance will not be grandfathered. Separate notices will be sent to all residents who have paid in advance for more than one (1) year.

It was noted by President Miller that future voting (with regards to ballots) will be opened in person and witnessed by at least 3 persons.

2. New Agenda Item Added – President Miller

A Vehicle was stolen on Ector. Homeowners notified Baker Police Department. Parkwood Terrace cameras read license plates only. President Miller to place “surveillance cameras” on the next Crime Prevention District Meeting Agenda.

3. PTIA Meeting Dates FY 2023-2024 - President Miller

July 10, 2023	January 8, 2024
August 7, 2023	February 5, 2024
October 2, 2023	April 1, 2024
November 6, 2023	May 6, 2024

4. Committee Reports

- a) Architectural Control / Infraction Committees – Vallory Hills

- (1) Status: Amended Restrictions for Parkwood Terrace Subdivision
Amended Restrictions have been completed.

President Miller acknowledged and thanked Attorney Veronica Sizer for her legal expertise. Attorney Sizer’s contract included \$600 Pro Bono.

- (2) Next Steps

Vallory explained the Timeline to Vote on the Amended Restrictions.

President Miller asked for volunteers to Count the Ballots. Jerri Booker volunteered.

TIMELINE TO VOTE ON AMENDED RESTRICTIONS

DATE	DESCRIPTION
Saturday, April 8, 2023	Put Packets Together
Monday, April 10, 2023	Mail Certified Letters to Lot Owners
Monday, May 15, 2023	Last Day for Lot Owners who live out of town/state to mail in ballots
On or Before Wednesday, May 17, 2023	Lot Owners Return Ballots to Street Captains Votes Will Remain Confidential
Saturday, May 20, 2023	Street Captains Return Ballots to Secretary
**Special PTIA Call Meeting Wednesday, June 14, 2023	Vote on Amended Restrictions Count Ballots Hybrid Meeting – Baker Library/Zoom
By Friday, June 16, 2023	IF APPROVED by 51% Majority Lot Owners File Document with EBR Parish Clerk of Court
On or Before June 23rd, 2023	Street Captains to Give Lot Owners Copy of Official Signature Page of Amended Restrictions Document In addition...Full Amended Restrictions Document will be emailed to all Lot Owners who have email Addresses

b. Activity Committee - Tasha McClain

President Miller stated that the Juneteenth Celebration will be open to paid and non-paid residents. Hopefully, this will encourage non-paid members to become involved in the PTIA. This activity will be funded solely by PTIA. This event will cost approximately \$5,000.00.

The majority polled approved of the Juneteenth Celebration.

Tasha stated that the Juneteenth Celebration will take place on Saturday, June 17, 2023 at 3p.m., in the neighborhood. Activities will include: Fun, Games, Entertainment, a guest Speaker, T-Shirts, Food, and a Snowball Truck.

T-Shirts will be ordered prior to the event. Profits from the T-Shirts will go back to the Activity Committee or PTIA. Security will be at this event. Flyers will go out to all residents with updated information.

c. Hospitality Committee - Elouise Thomas

Mrs. Marsha Sept passed away in February.

d. Newsletter Committee – Bridget Riley

April, May, and June Newsletter will be the next edition of The Pipeline.

e. Street Captains - Jerri Booker

No Report

President Miller stated the Street Captains will play an important role the Amended Restriction Voting process. Street Captains are deeply appreciated.

f. State of Baker Reports

1. Councilman, Dr. Charles Vincent

- April 17th - Baker Chamber of Commerce Golf Tournament (proceeds will go to Baker School System)
- April 22nd – Baker Citywide Clean Up (8am-12 Noon at MLK Jr. Park)
- April 22nd -Miranda Georgetown Riley Run (Autism Fundraiser)
- Continues to Encourage Businesses to keep up their property and parking lots
- 3-Way Stop Sign at Azie & Ector (waiting on reply from Mr. Sept)
- Hydraulic Fuel Spills from Republic Garbage Trucks (will speak with Republic Supervisor)

2. Baker School Board, Linda B. Perkins (not in attendance)

D. Financial Report – Rose Cusic

It was moved by Gloria Johnson to accept the March Financial Report. Seconded by Dr. Charles Vincent. Motion passed.

It was moved by Tasha McClain-Elbert to approve the March 2023 through June 30, 2023 Budget. Seconded by Vera Hollins. Motion passed.

E. Announcements

Gloria Johnson invited all to attend the next meeting of Concerned Citizens of Baker, April 24, 2023, Baker Library at 6:00 p.m.

Joe Jenkins stated the Shredder would be in the neighborhood, at Alief/Ector (Dead End) on Saturday, May 20, 2023 from 10 a.m. to 1:00 p.m.

President Miller stated that her brother-in-law, Mark Grant, is the first Black CBS Sports Producer/Director for the Final Four.

F. Other

Next Meeting Date: May 1, 2023, 6:30 p.m. | Adjournment: 8:20 p.m.