

Minutes of the Meeting

The Parkwood Terrace Improvement Association, Inc.
NOVEMBER 4, 2024 | 6:30PM | BAKER, LA
Virtual Meeting (Zoom)

Meeting Details

Call to Order – Regular Meeting

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

Board Members Present: Cynthia D. Miller, Tasha Elbert-McClain, Vallory Hills, Deborah Anderson, and Cherryl Montgomery. Board Members Excused: Gloria Johnson and Bridget Riley. Board Members Absent: Eddie Young

Invocation – Cynthia Miller

Approval of Agenda

It was moved by Doze Butler to approve the Agenda. Seconded by Elouise Thomas.

Motion Passed.

Approval of Minutes: October 7, 2024

Meeting minutes were distributed via email prior to the meeting. No modifications were submitted.

It was moved by Rose Cusic to accept the Minutes from October 7, 2024. Seconded by Tasha Elbert McClain.

Motion Passed.

Agenda Items for Discussion/Action

Prior to Items for Discussion, President Miller asked all in attendance to stay on track of the Agenda Line Items. If there are comments not being addressed on a particular Line Item, then hold your comment for that Line Item or address it under the Line Item “Other.”

Correspondence – Vallory Hills

None

Old Business

1. **LED Lighting** – Cynthia D. Miller

Discussion - LED Lighting has been installed in the neighborhood. President Miller thanked Mayor Waites, Dr. Charles Vincent, and Vallory Hills for their efforts to bring this to fruition. Parkwood Terrace is the first area in the City of Baker with LED lighting. President Miller encouraged everyone to invest in additional security lighting around their homes.

2. **Abandoned Property on Alba** – Cynthia D. Miller

Discussion – Tasha Elbert-McClain informed President Miller that the owner of the property stated he would cut back the bushes on his property soon, weather permitting.

3. **PTIA Meeting Signage** – Cynthia D. Miller

Discussion – President Miller thanked Vallory for acquiring the PTIA Meeting signage in a timely manner. She would like the Street Captains to continue sending text messages to their residents prior to all meetings.

New Business

1. **Proposed Contract for Christmas Decorations** – Cynthia D. Miller

Discussion - An email went out in October asking for additional volunteers to help with the Christmas Decorations. In that only one resident replied, President Miller asked Bridget Riley to present a contract (through Bridget's company), to outsource the Christmas Decorations. In Bridget's absence, Vallory shared the details of the contract for approval.

It was moved by Johnney McQuarter to accept the contract for Christmas Decorations and Storage of Christmas Decorations in the amount of \$2,000. Seconded by Cherryl Montgomery. **Motion Passed.**

2. **Committee Reports**

a. **Financial Report** – Bridget Riley

Discussion - In Bridget's absence, Vallory presented the Financial Report.

It was moved by Doze Butler to accept the Financial Report. Seconded by Johnney McQuarter. **Motion Passed.**

b. **ACC/Compliance** – Eddie Young / Vallory S. Hills

Discussion - Prior to the report President Miller reminded all in attendance that PTIA Officers, Committees and Street Captains are volunteers and that no compensation is given. She thanked them for their service.

Speaking further, she encouraged everyone to pay special attention to flyers that circulate in the neighborhood as well as suggestions found in The Pipeline (newsletter) for property enhancement tips. These are developed to ensure that everyone remains compliant, so as not to be fined.

President Miller concluded by asking all in attendance to follow the rules and upkeep the properties neighborhood. Our Covenants follow the "letter of the law," and can be enforced per the Louisiana Homeowners Association Act, City Ordinances, and our Restrictions/Violation Procedures.

Discussion – Vallory gave the report. The date to canvas the neighborhood was moved from Monday, November 11th (Veterans Day) to Tuesday, November 12th. The committees would specifically address overgrown bushes and tree limbs that hinder obstruction to sidewalks and roadways, as well as bushes that have grown up to and/or over the eaves of houses. Crepe myrtles also fall into these categories. All of which are safety hazards in addition to being violations. Overgrowth in these areas are hiding places for burglars.

Vallory also stated that numerous tree limbs on residential property obstruct the illumination of the LED lights. Property owners will incur the cost to have tree limbs cut back. LED lights that are located in servitudes may be cut back by the City of Baker. She will look into this.

Lastly, Vallory reminded everyone to remove all political signs on Wednesday, the day after Elections.

c. Activity – Bridget Riley

Discussion - In Bridget's absence, Vallory stated that Bridget would like to have a neighborhood Christmas Decorating Contest. There will be 1st, 2nd, and 3rd place prizes awarded. Judges for the Contest will not be members of the neighborhood. The dates for the Christmas Tree Lighting Ceremony and Christmas Decorating Contest will be emailed to all residents.

d. Hospitality – Elouise Thomas

Discussion – Marsha Jones' brother passed, a check with a card was sent; Gladys Cade, a longtime resident passed, a sympathy card was sent to her family in Texas; Brittany Tanner Evans was provided with an official welcoming packet which included a gift card. Mr. Elijah Jackson's grandson passed, condolences were shared with his wife, Rosa. Gladys Paul passed away. Rose Cusic and Dr. Vincent informed Elouise that Mrs. Paul's dues were current. Elouise will send a sympathy card and a check to her family.

e. Newsletter – Vallory S. Hills

Discussion – Vallory stated The Fall *Pipeline* will go out Friday, November 8, 2024. President Miller asked veterans who were not in last year's *Pipeline* to contact her, Tasha or Vallory, so they can be included in the Fall edition.

f. Street Captains – Jerri Booker

Discussion – Volunteers are needed to serve as Street Captains of Melban/Daveco, as well as Alba Drive. Tammie Forbes volunteered for Melban and Daveco; Cynthia Miller volunteered for Alba Drive. Jerri thanked them. Vallory will send residents' contact information to all Street Captains for the streets mentioned above.

3. State of Baker Reports (District #1)

a. Councilman, Dr. Charles Vincent

- Thanked everyone for their support and participation in the Baker Buffalo Festival.
- Baker Council Meeting will be held Tuesday, Nov 12th, 6 pm, City Hall

b. Baker School Board, Linda B. Perkins

- Baker School Board Meeting, Nov. 5th, 6pm
- Baker Performance Scores should be issued soon and will be shared at the January 6th meeting

4. Announcements

- Harry Horton stated that the Federation of Greater Baton Rouge Civic Associations is having its Annual Meeting Nov 14th 6:30-8:30, in-person meeting at the Bluebonnet Library. All residents can attend.
- Jerri Booker shared an announcement from Gloria Johnson. The Heritage Choir will have a free concert on December 15th at 3:00 pm at the Baker Heritage Museum. Entry fee is free, donations are welcome.

• Other

- Johney McQuarter asked Dr. Vincent to give an update on the Lavey Lane Project. Dr. Vincent stated that Lavey Lane, a State road, will transfer from the State to the City of Baker. This is a \$1.4 million project. The State will clean up Lavey Lane, repair and resurface it prior to the transfer.

In addition, Groom Road, a Parish road, will be widened. The Groom Road project is an \$18 million project. President Miller asked Dr. Vincent if he would look into adding a right turn lane from Hwy. 19 onto Lavey Lane.

- Car Accessing Dead End at Alief. President Miller and Dianne Helire stated although a barricade is at that dead end, a car has been seen accessing and driving in that area. Please keep an eye out and if additional cars continue to access this area, notify President Miller and/or Baker Police.
- President Miller asked all to be careful during the holiday season.
- Crime Prevention Meeting will be held Monday, December 2, 2025 in-person at the Baker Library and via Zoom.

Next Meeting Date: January 6, 2025

Adjournment:

It was moved by Dr. Vincent to adjourn the meeting. Seconded by Elouise Thomas.
Meeting adjourned at 7:22 pm.

PTIA FINANCES

CHECKING ACCOUNT BALANCE
Chase (with use of Zelle)

BEGINNING October 4, 2024 BALANCE	Income	\$ 8,432.01	ENDING November 3 2024 BALANCE	Total monthly income	\$250.00
	Extra income			Expenses	\$847.85
	Total income	\$ 8,432.01		Total income	\$ 7,834.16
Disbursements		Actual	Disbursements		Actual
Baker Signs And Banner	10/16/2024	\$ 175.03	Baker Utilities	10/28/2024	\$ 21.68
Nativity Scene for Christmas	10/16/2024	\$ 626.14	ELOUISE THOMAS Sympathy Marsha Jones brother	11/1/2024	\$ 25.00
Subtotal		\$801.17	Subtotal		\$46.68
Membership Dues		Cleared	Membership Dues		Cleared
5 Check Deposited	10/21/24	\$ 250.00	Zelled/money orders Deposited		Actual
Saving Account		Actual	Total Members to date 158		
Dividend		\$ 14,750.67			
Subtotal		\$14,750.67			