

Minutes of the Meeting

The Parkwood Terrace Improvement Association, Inc.
OCTOBER 7, 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 6:32pm

Board Members Present: Cynthia D. Miller, Tasha Elbert-McClain, Vallory Hills, Bridget Riley, Gloria Johnson, and Cherryl Montgomery

Board Members Absent: Eddie Young and Deborah Anderson

Invocation – Gloria Johnson

Approval of Agenda

It was moved by Gloria Johnson to approve the Agenda. Seconded by Bridget Riley.

[Motion Passed.](#)

Approval of Minutes: July 8, 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 July 8, 2024. Seconded by Bridget Riley.

[Motion Passed.](#)

Agenda Items for Discussion/Action

Correspondence – Vallory Hills

None

Old Business

1. Amended and Restated Articles of Incorporation – President Miller

[Discussion](#) – Amended and Restated Articles was filed and recorded on September 3, 2024.

Electronic copies of the Articles and our Bylaws were mass emailed to all residents.

2. PTIA Debit Card – Bridget Riley

(Discussed under Committee Reports – Financial)

3. Ector Drive and BREC Park Assessment – President Miller

[Discussion](#) – On August 15, 2024 BREC Representatives met with residents who live on the West side of Ector to assess property that is butted up against the Park. They looked at dead and/or downed trees and overgrown bushes/weeds that need to be removed. Once assessments are complete a report will be issued to President Miller. Due to the extreme heat BREC officials will not begin maintenance until the cooler weather sets in.

4. Status of Abandoned Home on Alba Drive – Tasha Elbert-McClain

[Discussion](#) - Tasha stated that Mr. Plain (owner of the abandoned home) is trying to sell the property as is. It was suggested that the ACC send a letter to Mr. Plain advising him to upkeep his property. If no action is taken the Mayor's Office will be notified.

5. Landscaping Decision (Entrance to Subdivision) – President Miller

[Discussion](#) – A meeting with the landscaper and several residents was held to discuss a new layout. The landscaper will submit a rendering of the proposed layout and present it to the committee. Gloria Johnson and Johney McQuarter were added to this committee.

6. **Signage to Announce PTIA Meetings** – President Miller

Discussion – Residents would like to see signage at the front of the subdivision reminding them of PTIA Meetings. A sign will be made and posted for meetings. President Miller encouraged Street Captains to text or call their neighbors reminding them of all meetings.

New Business

1. **Crime Prevention Updates** – President Miller

Discussion – Security Lighting

President Miller stated that at the Crime Prevention Meeting, Officer Randolph Harrell gave helpful safety tips. He suggested that residents add security lighting around their homes, (i.e., motion detectors, dusk-to-dawn lighting, etc.), and to keep their carport and any outside lighting on at night, to deter thieves/burglars. In addition, Officer Harrell reminded residents to lock doors to their homes and vehicles. President Miller asked residents to look out for their elderly neighbors and offer assistance to install security lighting.

Officer on Patrol Signage will be placed on the back of several stop signs in an effort to deter thieves/burglars. She encouraged all to attend in-person and/or hybrid (Zoom) Crime Prevention Meetings.

LED lighting will be installed in Parkwood Terrace Subdivision prior to installation throughout the City of Baker.

2. **Website** – President Miller/Vallory Hills

Discussion - President Miller stated that our Crime Prevention District would like to share the cost of the Website with PTIA. The initial cost will be \$3,700 (shared cost \$1,850). Thereafter, the cost per year will be \$1,200 (shared cost of \$600). President Miller stated this item will be placed on the Crime Prevention's next meeting agenda for their approval. Once approved the development of the Website can begin. Vallory shared the Website Template with residents. Vallory, Bridget Riley and Cherryl Montgomery will have access to upload to the Website.

It was moved by Rose Cusic to accept the Website and to share the cost with the Crime Prevention District. Seconded by Johnney McQuarter. **Motion Passed.**

3. **Committee Reports**

a. **Financial** – Bridget Riley (See Actual Financial Report p. 5)

Discussion - Bridget stated that we now bank with Chase Bank. Chase offers several options that were not available at the previous banking institution. Two (2) Debit Cards were issued. Dues can be accepted through Zelle, as well as a deposit feature that will allow checks to be scanned in and deposited the same day upon receipt. She informed everyone that Deborah Anderson is the first point of contact; all dues' payments (cash, checks, and money orders) should be submitted to her. If residents are in need of a receipt they should contact Deborah.

Bicycles for boys and girls will be purchased soon to be distributed during the Christmas Activities for the City of Baker.

It was moved by Johnney McQuarter to accept the Financial Reports from August and September 2024. Seconded by Rose Cusic. **Motion Passed.**

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

Discussion – Vallory stated that several letters of violation were mailed to residents regarding the upkeep of their property. The issues were resolved. The neighborhood will continue to be monitored to make sure all residents are in compliance with Restrictions. A neighborhood walk-through will be conducted again after the winter months.

Gloria Johnson asked Vallory what the policy regarding political yard signage was. Vallory stated only one sign per frontage is permitted (City Ordinance). However, if the property was a corner lot, one sign could be placed in front of the home and the other sign situated on the frontage of the side street. Vallory also stated no political signs could be placed at the entrance or median of the subdivision except on Election Day.

c. **Activity** – Bridget Riley

Discussion – President Miller extended kudos to Bridget and the Activity/Hospitality Committees for an excellent **Juneteenth Celebration!** President Miller also thanked Bridget for her creative T-Shirt design.

Bridget thanked all Committees involved and the residents as well for their participation. She stated that next year's Juneteenth Celebration will be held at BREC's Waterfront facility in Baker. The date for the Annual Christmas Tree Lighting Ceremony will be announced at the November 2024 meeting. Ideas for social activities are welcomed from residents. Submit your ideas to Bridget, Activity and Hospitality Committee members, or contact President Miller or Vallory. Bridget will not be available October 20-27, 2024. Direct all inquiries to Deborah Anderson.

d. **Hospitality** – Elouise Thomas (Not In Attendance)

Discussion – Several deaths occurred since our last meeting: Resident, Gladys Paul; Marsha Jones' brother; and Toras Blakes' daughter-in-law. Bridget stated that Elouise does a good job reaching out to families in need. President Miller asked everyone to keep these families in prayer as well as families that will be affected by Hurricane Milton in Florida.

e. **Newsletter** – Vallory S. Hills

Discussion – President Miller thanked Vallory for the informative and creative Pipeline Newsletters. She further stated that the Summer Edition was filled with pictures from the *Juneteenth Celebration* and *The Calling All Grads* was a great feature! Vallory stated the Fall Edition will be issued in November. President Miller suggested that all Veterans who were missed in last year's Veterans edition in *The Pipeline* to please contact her (Miller), their Street Captain, or Vallory so they can be included in the edition coming out in November.

Vallory stated several residents' Cox email accounts are still bouncing back. She encouraged them to change it to another provider and inform her of that change.

f. **Street Captains** – Jerri Booker (Not In Attendance – No Report)

4. State of Baker Reports (District #1)

a. Councilman, Dr. Charles Vincent

- Council meeting will be held Tuesday, Oct. 8th, 6pm; One item of note on the Council Agenda is efforts to get developers of the subdivisions to initiate rules and regulations
- Register to vote at [GeauxVote.com](https://geauxvote.com)
- Baker Buffalo Festival Parade, Oct. 26th, 10am
- Rosa H. Williams will share a summary of Project 2025 to PTIA members
- LED lighting has been placed on hold due to crews helping with hurricane relief efforts in Florida
- To the PTIA Officers and everyone involved, all of your hard work is appreciated

b. Baker School Board, Linda B. Perkins

- August 12th was the first day for All Baker Schools
- Baker High School students were especially excited!
- Baker Heights Elementary and Park Ridge share the Park Ridge school site
- Baker Middle school remains housed at their current location
- Baker School Board Meeting, Nov. 5th, 6pm

5. Announcements

- Harry Horton stated that although he is a Board member for the Federation of Greater Baton Rouge Civic Associations, he asked for a volunteer to become a delegate from our subdivision. Bridget Riley volunteered.
- President Miller encouraged 100% voter participation in our subdivision for the November Elections.

6. Other - None

Next Meeting Date: November 4, 2024

Adjournment:

It was moved by Doze Butler to adjourn the meeting. Seconded by Bridget Riley. [Motion Passed.](#)
Meeting adjourned at 7:59pm.

PTIA FINANCES

CHECKING ACCOUNT BALANCE
Chase (with use of Zelle)

To Date: August 31 2024

BEGINNING August 1, 2024 BALANCE	Income	\$ 9,758.38	ACTUAL BALANCE	Income	\$1,872.00
	Extra income			Expenses	\$1,457.57
	Total income	\$ 9,758.38		Total monthly income Available	\$ 8,300.81
Disbursements	Monthly	Actual			Actual
Veronica Sizer Atty.	8/5/2024	\$ 100.00	LA Sec of State	8/22/2024	\$ 15.00
Usps PO 21049407	8/8/2024	\$ 12.76	Baker Utilities	check #3002 8/23/24	\$ 10.00
Shaver's Lawn service	Zelled 8/12/24	\$ 200.00	# 1563 \$474 returned for Post Office PO Box, \$ Rolls of stamps & renewal fees, repaid with new account	card payment 8/23/2024	\$ 476.00
Baker Utilities	check #3001 8/14/24	\$ 100.00	LA Sec of State	8/28/2024	\$ 15.00
Bridget reimbursement for Decorations, door prizes, guest speaker tee shirts and extended food request and beverages	Zelled 8/15/2024	\$ 528.81			
Subtotal		\$941.57	Subtotal		\$516.00
Membership Dues	Cleared	Actual	Membership Dues		Actual
30 Check Deposited	8/24/24	\$ 1,500.00	7 Zelled/money orders Deposited	8/24/24	\$ 372.00
Saving Account		Actual	Total Members to date 138		
Dividend		\$ 14,741.48			
Subtotal		\$14,741.48			

PTIA FINANCES

CHECKING ACCOUNT BALANCE
Chase (with use of Zelle)

Members to Date 153

BEGINNING September 1, 2024 BALANCE	Income	\$ 8,300.81	ENDING October 4, 2024 BALANCE	Total monthly income	\$250.00
	Extra income			Expenses	\$118.80
	Total income	\$ 8,300.81		Total income	\$ 8,432.01
Disbursements		Actual	Disbursements		Actual
LA Sec of State	9/9/2024	\$ 80.00	Baker Utilities	9/23/2024	\$ 13.80
ELOUISE THOMAS Sympathy on hold	9/9/2024	\$ 25.00			
Subtotal		\$105.00	Subtotal		\$13.80
Membership Dues	Cleared	Actual	Membership Dues	Cleared	Actual
4 Check Deposited	10/4/24	\$ 200.00	1 Zelled/money orders Deposited	9/4/24	\$ 50.00
Saving Account		Actual	Total Members to date 146		
Dividend		\$ 14,750.67			
Subtotal		\$14,750.67			