

## PARK GLEN GENERAL BOARD MEETING MINUTES

SEPTEMBER 23, 2014

LOCATION: \*\*BOY SCOUTS OFFICE, 5350 BASSWOOD BLVD., FORT WORTH, TEXAS 76137

\*\*MEETING MOVED TO ISLAND PARK DUE TO NO ACCESS TO ENTER BOY SCOUT OFFICE

In attendance:

Kevin Hammack – President  
Russell Zwerg– Vice President  
Scott Newell – Secretary  
Janet Jones – Director  
Barry Bryan – Director  
Teresa Biery – Director  
Dawn Kelly – PMS  
Walt Mills - PMS

Meeting began at 7:20pm with a quorum

Discussion to fill the position of Treasurer. Teresa Biery made a motion to nominate Russell Zwerg for the position. Barry Bryan seconded the motion. All in favor.

Russell Zwerg made a motion to nominate Janet Jones as Asst. Treasurer. Barry Bryan seconded the motion. All in favor.

Bank signature cards were signed for by Russell Zwerg.

Notice from Kevin Hammack that the Board will meet every 2 weeks for at least the next 90 days. The next meeting is scheduled for October 7<sup>th</sup>. Brief open discussion about locations to meet. Emphasis is given to locations in close proximity to Park Glen.

Discussion regarding contract and financial obligations. (Property Management Solutions but no other vendor contracts).

Discussion about the 2014 budget. Dawn Kelly issued 'Board Books' to Board Members.

Committee discussions:

- Motion to create a Budget Committee. Teresa Biery nominates Russell Zwerg to head the committee. Seconded by Janet Jones/Scott Newell

Board discusses financial audit. Russell Zwerg to acquire proposals from auditing firms and possibly have these proposals by the October 7<sup>th</sup> meeting. Audit could possibly begin mid October.

Committee Chairs:

- Communications Committee – Website, News Letter, other social media. Dana Hammack is nominated to head this committee. Seconded by Russell Zwerg.

- Village Advisor – Open discussion of duties to the 13 villages. Janet Jones nominated. Seconded by Russell Zwerg.
- Chairman of the ACC – this committee to be re-addressed at the next meeting.
- Social Committee – this committee to be re-addressed at the next meeting.
- Citizens On Patrol (COPS) – this committee to be re-addressed at a future meeting.
- Service Committee – this committee to be re-addressed at a future meeting.
- Development Committee – Duties to include keeping the neighborhood informed of businesses moving to or from the neighborhood, construction, etc. Russell Zwerg nominated Susan Kenney to head this committee. The motion is seconded by Teresa Biery. All in favor.
- Hospitality Committee – Welcomes new residents to the Park Glen neighborhood. This committee to be re-addressed at the next meeting.

#### Discussion of possible upcoming social events

- Battle of the Bands
- Turkey Trot – To be addressed at the October 7<sup>th</sup> meeting
- Holiday in the Park

#### New Business:

- Discussion on Board Member email addresses. Russell Zwerg makes a motion that PMS only publish PGNA(Name) Gmail addresses provided. Seconded by Barry Bryan. All in favor.
- Phone numbers for Board Members are not to be published.
- Barry Bryan opens discussion on a retaining wall issue in a cul-de-sac on Teal Drive near Buckskin Court. PMS to take pictures and bring to the October 7<sup>th</sup> meeting.
- Barry Bryan opens discussion regarding a yard that is in need of work on Mesa Verde. Walt with PMS may have a resource to offer. Subject to be revisited at the October 7<sup>th</sup> meeting.

#### Resident comments or issues:

- A compliment is given to the Board for ‘turning lemons into lemonade’ with regard to the unexpected meeting location change.
- Code violation letters: summary to be reviewed at October 7<sup>th</sup> meeting
- Discussion on PMS response to contact by residents. PMS to present the Board with a log.
- PMS introduces Dawn Kelly as the official Park Glen contact.
- Open discussion on ‘Stop’ signs / drivers not stopping for school buses in high traffic areas. Referral to Police Officer assigned to Park Glen.

The meeting was adjourned at 8:31pm

#### Follow up/other actions since Oct 23 meeting:

- Kevin Hammack met with Dawn Kelly at PMS on Sept 24 and was notified that there is not enough time to organize the Battle of the Bands this year.
- Sept 26: ACC Request for Case 14-02 sent out for Board Review. Janet Jones makes motion to approve. Seconded by Teresa Biery. All in favor. Approved September 27<sup>th</sup>.
- October PGNA Newsletter approved on September 30<sup>th</sup>.
- Sept 30: Russell makes the motion “that the park Glen Neighborhood Association hold the Turkey trot again this November. Our management company is authorized to contract with suppliers and providers Where it is not reasonably possible to wait until the October 7<sup>th</sup> board meeting, and where those contracts are in line with last year's cost. At our October 7 meeting,

the board will decide details, budget, promotion, charitable cause if any, and suppliers in providers that could wait until that meeting.”

Barry Bryan seconds the motion. All in favor. To be further discussed at the October 7<sup>th</sup> meeting.

- Sept 30: ACC Request for Case 14-01. Russell Zwerg makes the motion to approve. Seconded by Janet Jones. All in favor. Approved October 1.