

September 2018 Board Meeting

New logos are complete and have been launched with the distribution of our printed newsletter. Additional updates for email communications and other items are in the works to complete the total upgrade for all items.

August 2018 Board Meeting

Maribett Varner: Maribett is finalizing the new logo; it will be announced in the next newsletter. The newsletter will feature an interview with ninety eight year old Caroline Clotfelter, longest resident of Historic Brookhaven. Maribett also discussed nominations for HBNA Board positions. Nominations will be voted on at next General Meeting, October 29, 2018.

July 2018 Board Meeting

Maribett discussed new logo designs and mock drawings to illustrate possible new logo for HBNA. Suggestions should be sent to M.Varner.

June 2018 Board Meeting

The committee reported that HBNA now has 707 members. Emails may have a 50% open rate so a hard copy newsletter is planned for fall 2018. The committee requests \$1600. for fall newsletter. The committee is also working on updating the HBNA logo. Initial logo proposals were presented to the Board for feedback.

May 2018 Board Meeting

Maribett Varner reports 706 HBNA members. Hard copy newsletter was sent with 2018 directories in the spring. Maribett requests news for the email newsletter for mid-July. The Board approved \$1000, to update the logo, email template, powerpoint, and letterhead.

March 2018 Board Meeting

HBNA currently has 699 members. Newsletter and directories are printed and delivered. Neighborhood survey emailed to all neighbors. 242 responses thus far...Top concern is traffic. The neighborhood is divided for additional sidewalks.

February 2018 Board Meeting

Delivery of directories and March newsletter are approaching. Maribett proposed a survey of demographics of the neighborhood is planned for March prior to general meeting in April. Mark Roberts reports, 692 members (households) currently in HBNA.

January 2018 Board Meeting

Directories (2019) and printed newsletter will be printed by the end of February.

November 2017 Board Meeting

Maribett Varner and Mark Roberts, reported 280 paid memberships thus far for 2018. Plans are in place to deliver a hard copy of the HBNA newsletters to neighbors in January.

October 2017 Board Meeting

No report given.

September 2017 Board Meeting

HBNA dues invoices go out in October. The Board has discussed raising dues \$50 due to upcoming projects. President's letter to address spending and current HBNA issues is requested to go out with the dues in October.

August 2017 Board Meeting

Board discussed updating the current website and possible interfacing with the electronic newsletter to keep website more up to date. There is a call for more news for our website. Committee heads are asked to report all progress and news to Mark Roberts.

July 2017 Board Meeting

Maribett discussed recent email, HBNA newsletter. Newsletter updated HBNA members on neighborhood issues.

May 2017 Board Meeting

Maribett Varner, announced there are 717 HBNA paid members. Noted there is a City of Brookhaven overlay meeting, May 18, 6:30 pm. Bi annual HBNA newsletter will be sent electronically; please send news to Communication Committee.

April 2017 Board Meeting

Maribett discussed the current April newsletter with plans to post a quarterly electronic newsletter. Late June is the next edition. Community news is welcome, contact Maribett Varner.

March 2017 Board Meeting

The committee presented a goal of a HBNA quarterly newsletter; April is the first electronic newsletter.

February 2017 Board Meeting

Directory and mail box stickers are at the printer. Over 25 neighborhood volunteers will distribute the directories on February 25 (approximately). Our HBNA membership is over 710 members. Membership directory cover art work was done by Dick Dietrich with the layout done by Gordon Anderson.

The committee met to discuss upgrading our communications process with the neighborhood. Nikki and Rebecca have contacted ten neighbor groups to see if we can establish a line of communication for more current information that may be published in a monthly newsletter and to the website. These organizations include Brookhaven Estates Garden Club, Historic Brookhaven Foundation, The Mother's Club, Little Nancy Creek Park organization, and more. A new website can be set up to establish easy updates from our neighborhood groups. The Board also discussed guidelines for sponsorships for neighborhood events.

January 2017 Board Meeting

Maribet announced new directories are delivered in mid-February. We currently have 695 members in HBNA.

The goal of a better website with more news from groups such as Mom's Club, Security, Children's Hospital group, garden clubs and a monthly newsletter posted.

December 2016 Board Meeting

Mark Roberts, Maribett Varner: Mark reports, we have 645 members, thus far; our target is approximately 664 or 67% of Historic Brookhaven. Maribett requested more members to serve on communications and membership. Secretary will also update the HBNA Board roster.

November 2016 Board Meeting

Communication and Membership V.P, Mark Roberts, reminded the members that 2017 invoices had been mailed and are now due. There has been a good response to joining HBNA. Please send your invoices along with checks for \$100 as soon as possible; these funds are needed to support beautification, zoning , transportation studies, and many other activities within the neighborhood.

Mark then explained how filming in the neighborhood is supposed to work. As companies come in to the neighborhood to film, the process is that they contact the city (Atlanta or Brookhaven) and secure a filming permit. Once that permit has been obtained, they are allowed to film in our neighborhood. They are supposed to contact the neighborhood association but are not legally obligated to do this. To date, all companies have contacted HBNA and given us a schedule of when they will be filming so that we can let the neighbors know this. One of their requirements is to provide active traffic management through the use of local police. If you see that the police are not managing the traffic flow, please contact the local police headquarters and let them know; this point has been made very clear to the police who are assigned to this task. Often the film companies make a nominal donation to HBNA to cover any costs that we might incur as well as to support the neighborhood. If you have any questions, let Mark know.

October 2016 Board Meeting

Communication, Mark Roberts, has sent HBNA dues notices to neighbors. Invoices are \$100. for HBNA dues. Several streets have been added to distribution, such as Abington Court, Forest Lane, Brookhaven Walk and Paige Way (at 3700 Peachtree Road).

Maribett Varner discussed updating the HBNA website. She has contacted other neighborhood organizations and received information.

September 2016 Board Meeting

Communication, Mark Roberts, is sending out HBNA dues notifications to neighbors in October. The Board continues to agree to keep Security and HBNA dues separate.

August 2016 Board Meeting

Mark Roberts reported, he has completed a count of all lots and houses and is confident that the HBNA's data base is correct as it relates to the lots and structures that make up Historic Brookhaven. Mark asked that everyone with knowledge of residents that have recently moved into Historic Brookhaven, please let him know. The 2017 HBNA invoices will be mailed in the middle of October.

July 2016 Board Meeting

No meeting was held.

June 2016 Board Meeting

Request for more content for website discussed. Note that Google Analytics is in use on the website. The recent traffic study is on the website

VRBO and short term neighborhood rentals and related potential issues discussed. It was reported, there are active short term rentals on Carter Drive, Club Drive, and Peachtree Dunwoody Road. Concerns expressed re noise and compliance with positive neighborhood behaviors. Neighborhood security and local police are resources if issues arise.

Libretto, Mike Elliot, Lauren Jackson

Goal \$53,000 to print. HBNA gave \$7,000. as seed money, "loan". Lauren reports, there is a final commitment to print the Brookhaven book in the near future.

May 2016 Board Meeting

Maribett reported no new updates. Discussed the possibility of updating our website. The committee made a plea for more content from neighborhood committees and groups such as garden club, mom's club, security and others. It was suggested that we may have a newsletter posted to website and install Google Analysis to website. Maribett stated, she would have Google Analysis installed.

April 2016 Board Meeting

Reported the current geographical facts re membership, approximately 650 members in HBNA.

March 2016 Board Meeting

No report.

February 2016 Board Meeting

Communication, Mark Roberts

New mailing address for HBNA is 4062 Peachtree Road, suite #A 427, Atlanta, GA 30319.

January 2016 Board Meeting

Mark Roberts discussed upcoming printing of the membership directory by the end of January. Funds for printing directory are in place from treasury.

December 2015 Board Meeting

Continue to prioritize and to streamline email alerts from City of Brookhaven to Historic Brookhaven Neighborhood.

Currently, 500 memberships to HBNA paid. Mark Roberts will send out an update.

November 2015 Board Meeting

Mark Roberts brought up an issue about the house numbering on West Brookhaven being recorded wrongly in DeKalb Co systems. Cathy Boston reported that she and another resident have been exploring getting this corrected.

Mark Roberts reported that to date we have 406 paid members for 2016. An additional dues reminder will go out shortly.

A discussion was held about the 2016 directory and whether we wanted to have sponsorships in the directory and it was decided not to do that for the upcoming year.

October 2015 Board Meeting

No report.

September 2015 Board Meeting

Communication and Membership, Mark Roberts, Maribett Varner

Maribett Varner discussed political email distribution by HBNA. No emails that do not include communication for all candidates for a specific office will be distributed by HBNA. HBNA will not send communication for a candidate fundraiser. Discussion to have a link on web page regarding the upcoming election ballot for COB took place.

Maribett requested approval for an updated high resolution HBNA logo. The cost is about \$500.

The request was voted on and approved by the board.

Mark Roberts announced, in October, HBNA dues notice (\$100. per household) will be sent to neighbors.

August 2015 Board Meeting

Mark and Maribett discussed updates to database and website with Insight Consulting. Cathy Boltwood will help Mark and Maribett with Communications Committee. Mark discussed the \$100. HBNA dues. Feedback is requested. Notifications will go out this fall.

July 2015 Board Meeting

No report was given.

June 2015 Board Meeting

No report was given.

May 2015 Board Meeting

Maribett reported a need to discuss ways to use social media for HBNA. She also requested need to have a minimum of 50 new directories for duplicate order and new neighbors.

April 2015 Board Meeting

No report was given.

March 2015 Board Meeting

Maribett reported there are 683 HBNA members, currently. The back of our directory has ten sponsors at \$300. each. HBNA needs more directories due to reorder demand. Next year, 850 directories will be ordered.

February 2015 Board Meeting

Mark Roberts reports revised list of HBNA members, mailbox stickers and art cover are complete. A written report was given of HBNA total membership numbers in 2014 and 2015. Tom Hicks states, back cover will be auctioned at \$300 per ad for approximately 6 sponsors. The motion for the back cover as stated was made and passed.

January 2015 Board Meeting

Cathy Boston and Maribett Varner, communications chair, discussed the 2015 directory. Need for volunteers and mailbox labels were discussed. Tom Hicks is asked to help with a possible sponsor for the back cover. Limitation on the number of sponsors and ads is suggested for this year. The back cover may be the only ad sold for the directory. Board members are reminded not to speak on zoning and other issues as a representative of the HBNA Board without board approval. Be aware the community sees you as a board member. Use good judgment when communicating with our neighbors.

December 2014 Board Meeting

Nothing to report.

November 2014 Board Meeting

Mark Roberts reported we have received over 450 membership payments for 2015. More are coming in daily. He will send out a second notice.

Lauren Jackson asked if we ever revisited the amount of the dues? The answer is yes during the budget process.

October 2014 Board Meeting

Mark Roberts reported the following:
Letters distributed regarding membership. HBNA membership invoices to be distributed this week. 1,000 invoices to be sent. Board members took home envelopes to stuff and mail.

September 2014 Board Meeting

Hope Bawcom discussed the new website and the need for feedback. There was some difficulty in logging into the test site. Hope will troubleshoot and reply back with an update.

August 2014 Board Meeting

Mark Roberts needs help with website development. This is a call for volunteers.

July 2014 Board Meeting

Nothing new to report.

June 2014 Board Meeting

Mark Roberts noted there will soon be a meeting scheduled to discuss the new neighborhood website.

May 2014 Board Meeting

Mark Roberts noted the neighborhood website has a test site up online. He distributed the URL for board review and input. He also said photos would be needed as they go forward with the new website.

April 2014 General Membership Meeting

Mark Roberts reported HBNA currently had 656 members in 2013 and 673 so far for 2014. A member asked how many total households are in the Historic Brookhaven Neighborhood. Mark said approximately 900.

March 2014 Board Meeting

Lisa Martinez reported on behalf of Mark Roberts that the Directory is in process, with 2-3 weeks print time and should go out by the end of the month.

February 2014 Board Meeting

Mark Roberts asked where the sub-committee was on the Directory. Melissa Bryson informed that we met with Karen Spitz who had done in the past and understood what we needed to do and Cathy Boston and Melissa were working their 'to do' lists. Melissa has a draft of the cover with a watercolor of the monuments and indicated that design would also be on the stickers for the mailbox. No car decals would be done. Frank C and Mark R indicated the directory needed to be completed ASAP. Melissa said she would contact Cathy Boston today and we would provide an update.

Mark R indicated we have 666 members this year.

January 2014 Board Meeting

Mark R. reported the following:

- HBNA currently has 636 members for 2014. We are still receiving checks.
- Total revenue generated so far from advertising sponsorship of the neighborhood directory is \$5,000 since Frank Clementi has sold another \$2,000 worth of sponsorships in addition to the back cover.
- CCC is hosting a charity golf tournament for the City of Brookhaven Police. Organizers have asked to use the HBNA portal for collecting sponsorship fees.

December 2013 Board Meeting

Mark R. reported we currently have 581 members for 2014. Second statements scheduled to go out prior to 12/31/13.

Mark noted that Karen Spitz has asked for someone else to take over publication and distribution of the neighborhood directory. Melissa Bryson, Cathy Boston, Maribett Varner volunteered to assist with the directory. The goal is to send the new directories out in mid-February.

Frank Clementi made a motion to move the emergency contact to the back inside cover and make the front inside cover available for sponsors listings to be sold for \$250 each or \$500 with a corresponding listing on the HBNA website. The motion passed unanimously.

Frank also reported that Trey Miller bought the directory back cover sponsorship for \$3,000.

November General Meeting

Lisa Martinez reported for Mark Roberts that HBNA currently has 657 members. Already for 2014 there are 543 members paid with a second dues notice yet to go out. Aaron Bawcom is working with Mark on further improvements to the HBNA website.

October Board Meeting

Mark R. reported invoices have been sent out and payments are rolling in. Approximately half are paying with PayPal.

We need someone to keep up with the directory now that Karen has resigned.

Aaron Bawcom is planning on coming to the next board meeting to discuss the website.

Suzy S. reported she has put together 46 new member packets to be distributed.

September Board Meeting

Mark R. reported invoices are planned to go out in October. There was discussion about including a letter with the invoices appealing for voluntary contributions for specific items like zoning, foundation, etc. After further discussion it was concluded that the invoices would not be changed for this and that any appeals for additional voluntary contributions would be related to a specific need should one arise.

Mark asked for current photos of each board member so they can be included on the HBNA website.

Suzy S. reported progress on merchandise for new members.

August Board Meeting

Mark R. reported a current membership of 655. Invoices are planned to go out in October. Mark asked for current photos of each board member so they can be included on the HBNA website. There was discussion about including a letter with the invoices appealing for voluntary contributions for specific items like zoning, foundation, etc.

Suzy S. reported that the \$500 budgeted for merchandise for new members (primarily for t-shirts) had been spent. She requested an additional \$500 to purchase t-shirts. A motion was made to move \$500 from the street party budget to the new member budget for this. The motion passed unanimously.

July Board Meeting

Mark Roberts explained why there was confusion regarding the date and time of today's meeting. There is a new contact at Capital City Club and there will need to be some flexibility within the Board on meeting times and dates moving forward. If it continues to be a problem, we will contact the General Manager and see if it can be resolved. Lisa Martinez will resend the meeting schedule that had been previously approved so that all Board members can mark the dates on their calendar. We discussed the General Meeting date and agreed to keep it in November.

Mark Roberts will talk to Maribet Varner as it relates to the PR piece that was written about the development on Mabry Rd to see how it should be used.

Mark Roberts stated that he is continuing to work with Aaron Bawcom on a website redesign and that the plan is to have the new website ready to go in November and to present it to the neighborhood at the General Meeting. The Board also decided to add the Board Meeting

minutes to the current website so that neighbors can read the minutes by month as well as by committee.

June Board Meeting

Mark Roberts noted that HBNA minutes are now on the website sorted by committee. The C/M committee is continuing to work on enhancing the HBNA website a planned “reveal” date is TBD.

April Board Meeting

Mark Roberts reported that Aaron Bawcom, David Cawrse and Mark are working on enhancing the HBNA website to make it more useful with current information displayed in a timely manner.

March Board Meeting

Mark Roberts gave an update on the Communications/Membership Committee’s actual expenses from last year and budget request for 2013. Anne Culberson suggested increasing the Committee’s 2013 budget to include additional costs for mailing/postage. After including this item, Marc made a motion to approve a budget for the Communications/Membership Committee of \$9,475. After brief discussion the motion made by Mark passed with 11 yes, 0 No, 2 Abstain (Frank Clementi, Lisa Martinez).

February Board Meeting

Mark Roberts reports 645 current members and expects the number to increase slightly through the year. Karen Spitz reported that directories will be ready 2/18 and delivered shortly afterward.

A motion was made for the board to purchase static cling car window stickers, two per member household. The motion was passed with a vote of 12 “yes”, 2 “no” (Gay Colyer, Anne Culberson), 0 “abstaining”.

January Board Meeting

In Mark Roberts’ absence Lisa Martinez asked everyone to review the website and get familiar with it. The ideas of an online directory, more mobile access and other new thinking were discussed briefly. It was observed that the website doesn’t appear current or updated. Frank C., Lisa M., and Mark Roberts met with Aaron Bawcom to brainstorm ideas for communication

initiatives. Aaron is currently awaiting communication with David Cawrse (our webmaster) to begin implementing discussed changes.

December Board Meeting

Mark Roberts volunteered to continue to Chair the committee and was reelected by voice vote.

Mark noted that membership renewal mailing went well and that approximately 10 renewals per day are coming in. He will send out another mailer to try and capture any stragglers once the renewals slow down.

The Directory is being updated.