**Open Session Board Minutes**

**Providence Hills HOA Board of Directors Meeting**

**June 27, 2022**

Meeting Location: Clubhouse (2663 Providence Hills Drive)

Participants:

Present: Bob Armet, Jose Diaz, Andrew McDermott, Mujeeb Shah-Khan

Absent: Jomar Roberts

Guests: Mickey Bumgardner, Jeromy Hyman, Taryn Burns, Steve and Julie Cash

Board Meeting – Open Session

1. Call to Order
	1. Meeting began at 7:05 p.m. by Jose Diaz.
2. Roll Call
	1. All are present except for Jomar Roberts.
3. Reading and Approval of Minutes
	1. The May meeting minutes have been approved.
4. Reports of Officers
	1. President (Jose Diaz)
		1. No update.
	2. First Vice President (Mujeeb Shah-Khan)
		1. No update.
	3. Second Vice President (Jomar Roberts)
		1. No update.
	4. Treasurer (Bob Armet)
		1. $315,000 in the bank currently.
		2. $13,000 in Accounts Receivable for dues payments.
		3. Two houses are currently with the lawyers for liens for non-payments.
		4. The pool furniture will be cost about $27,000.
		5. Pool budget will be overbudget due to the increased cost of the lifeguard labor cost in 2022.
	5. Secretary (Andrew McDermott)
		1. See Email Audit and Survey/Questionnaire in New Business.
5. Reports of Committees
	1. Adult Social Committee (Sharon McGowan)
		1. No update.
	2. Architectural Review Committee (Bob Armet)
		1. No update.
	3. Book / Dinner Committee (TBD)
		1. No update.
		2. We are seeking volunteers to chair this committee. Inquire with the board if you are interested in finding out more!
	4. Children’s Social Committee (Cyndi Shah-Kahn)
		1. No programming update but seeking to find a replacement committee chair.
		2. We are seeking volunteers to chair this committee. Inquire with the board if you are interested in finding out more!
	5. Community Social Committee (Amy Geremeth)
		1. June “Friday Pizza Party” went well. July “Friday Pizza Party” on July 15.
	6. Holiday Decorations (Jeromy Hyman)
		1. The outlets will be inspected in November to ensure the holiday lights can be installed this year.
	7. Neighborhood Watch Committee (TBD)
		1. No update.
		2. We are seeking volunteers to chair this committee. Inquire with the board if you are interested in finding out more!
	8. Pool Committee (Shannon Curtis)
		1. No update.
	9. Social Media Committee (Akash Prasad)
		1. No update.
	10. Welcome Committee (Erin Shackman)
		1. Committee has had a hard time finding out about when there are new homeowners to welcome. Bumgardner Association Management will notify Jose when they receive a closing statement from a house sale so the Welcome Committee can be notified.
6. Unfinished Business
	1. N/A
7. New Business
	1. Summer Pool Update
		1. Lifeguard staffing is a concern and a watch item. We are OK on lifeguard staffing levels for now, but we will need to continue to monitor this as we get closer to September. Lifeguards are required for pool operation, so we risk pool hour modifications if there are staffing issues.
		2. Work will begin at the pool house later this week. The two areas of focus will be repairing the siding on the filter house and inspecting and cleaning/painting the pergola.
		3. The new ping pong table was delivered last week and set up over the weekend. This foldable table will be stored in the pool house storage to ensure it remains in working condition.
		4. There has been an issue with getting the new pool furniture ordered. Jose is working through Carolina Pool Management to have the order confirmed this week. Once delivered, we will have new emerald green umbrellas (with new umbrella stands) and chairs with royal blue straps and white frames.
		5. We have had a request to install a wind guard/privacy guard along the Savannah Hills fence line for privacy reasons. Carolina Pool Management will be coming out soon to measure the fence to be able to obtain a quote.
	2. Tennis/Pickleball Court Update
		1. The nets need to have a new strap installed. The straps will be ordered this week and will be installed once it arrives.
	3. Update on Committee Status
		1. Current chair vacancies: Book / Dinner Club, Children’s, Neighborhood Watch, Pool
		2. All committees are seeking additional membership.
		3. We will work with Akash to coordinate an email and social media push to let our neighbors know about the opportunities and how they can get involved.
	4. Neighborhood Survey/Questionnaire
		1. A suggestion was brought up to develop a survey / questionnaire to email to all homeowners to collect feedback and ideas for programming and initiatives within the neighborhood. This was well received.
		2. Andrew will take point on drafting the questions and will present at a monthly board meeting for input and review prior to distribution.
		3. See next topic for reaching the homeowners.
	5. Email Audit
		1. Andrew performed an audit of the email addresses that we send our PHCA updates to against Mecklenburg and Union County property records and found that we are not reaching 23% of homes, either from not having an email address to having an issue with the email address on file.
		2. We sent a letter to each of these homes and invited the homeowners to provide an email address to stay informed. Andrew is updating our records as responses come in. To date, we are down to about 17% of homes remaining with no email or email issues.
8. Open Forum
	1. Homeowners expressed an interest in determining if we can sell the current pool furniture that is in good condition once the new pool furniture comes in. Discussion resulted in that this is a favorable idea, but it will depend on if the pool is still open when the new furniture arrives as we do not have room to operate the pool and store two sets of furniture at the same time.
	2. Jeromy Hyman asked that we look in to pressure washing the main entrances to the neighborhood. As he has been decorating the entrances, he has noticed the degrading appearance. Discussion resulted in that Andrew will obtain a quote.
	3. Jeromy Hyman asked that we explore our landscaping options, as the current landscaping plan for community grounds has resulted in plants being planted at the wrong time and the visual of the entrances not being appealing. Discussion resulted in that Bob will talk to the existing landscaping company to see what can be done.
	4. Jeromy Hyman suggested we look into having a fire pit and/or a charcoal grill (as seen in Mecklenburg County parks) by the clubhouse, as an additional amenity for homeowners and our community events. Discussion resulted in the need for future solutioning if this is to proceed. Details to be solutioned include location, fencing, care of / maintenance, rules (specifically including use by kids and use of alcohol).
	5. Homeowners expressed interest in looking into key fobs for use to the tennis / pickleball courts. This led to a larger discussion about future capital improvement projects for the neighborhood. Discussion resulted in Andrew agreeing to obtain quotes on behalf of the board so that we can objectively review these ideas and incorporate them into a capital improvement plan.
	6. Jeromy Hyman asked that we look into alternative options to the basketball hoop that is in the pool; this hoop is frequently maintained by Jeromy and is not holding up to the use. Discussion resulted in Jeromy receiving approval to purchase and install a more sustainable hoop and file an reimbursement claim with the board.
	7. Jeromy Hyman requested that we explore what options we can pursue for traffic concerns on Providence Hills Drive. On March 29, there was a single vehicle accident near 3010 Providence Hills Drive where excessive speeding was a contributing factor. The intersection of Providence Hills and Savannah Hills was also discussed as a point of concern. Discussion resulted in recommendation to reach out to the Charlotte Department of Transportation regarding speed deterrent options on Providence Hills in Charlotte the Town of Indian Trail for the Providence Hills & Savannah Hills intersection; Jose will reach out to both organizations to see what can be done.
	8. Steve Cash inquired about the vending machines that used to be available at the pool. These were removed by Coca-Cola in 2020 due to the number of limited sales.
	9. Jeromy Hyman mentioned that he is a licensed general contractor and is willing to help with some of the small odds and ends jobs that need to be done around the neighborhood. The board thanked Jeromy for volunteering.
9. Announcements
	1. The 2022 Summer semi-annual neighborhood meeting will be on Monday, July 25 at 7pm at the Clubhouse. The July Board of Directors will occur at the conclusion of the semi-annual neighborhood meeting.
10. Adjournment
	1. Motion to Adjourn made by Mujeeb Shah-Kahn.
	Seconded by McDermott.
	Vote unanimous (Diaz, Roberts, Armet, and McDermott).
	2. Meeting ended at 7:56 p.m.