**Open Session Board Minutes**

**Providence Hills HOA Board of Directors Meeting**

**July 25, 2022**

Meeting Location: Clubhouse (2663 Providence Hills Drive)

Participants:

Present: Bob Armet, Andrew McDermott, Jomar Roberts, Mujeeb Shah-Khan

Absent: Jose Diaz

Guests: Mickey Bumgardner, Kay Don Kahler

Board Meeting – Open Session

1. Call to Order
	1. Meeting began at 7:02 p.m. by Mujeeb Shah-Kahn.
2. Roll Call
	1. All are present except for Jose Diaz.
3. Reading and Approval of Minutes
	1. The June 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. One house at attorney for lien.
		2. Only $9,000 in outstanding dues, which is better than past years.
	5. Secretary (Andrew McDermott)
		1. No update.
5. Reports of Committees
	1. Adult Social Committee (Sharon McGowan)
		1. Social event this Saturday. Email and social media will go out soon.
	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. Looking at either October 22 or 29 for the Halloween event.
		2. Will be looking at a date in December for holiday party & luminaries
		3. 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. July family friendly happy hour went well. August event is on August 13.
	6. Holiday Decorations (Jeromy Hyman)
		1. No update.
	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. Interested in having a New Neighbor Meet & Greet event. If idea is well-received, will look to present details in September meeting.
6. Unfinished Business
	1. N/A
7. New Business
	1. Landscaping
		1. Jeromy Hyman and Akash Prasad are working with Gomez Lawn & Landscaping to redo the plants at the neighborhood entrances.
	2. Pool Operations
		1. Temporary pool privacy screen has been installed. It will remain up until the new pool netting arrives.
		2. The men’s restroom doors needs to be fixed. The contractor who is coming in August to look at the siding will take care of fixing it.
		3. We will be open through Labor Day, and depending on staffing availability, on weekends in September.
	3. 2022 Projects
		1. Pool furniture has been ordered. We don’t have an update on timing.
		2. We have received a first quote for the parking lot repairs. It is about $30,000. We will assess this and determine next steps when we review all estimates for the capital improvement plan.
		3. Ping pong table has been delivered, but we will need to watch the care of it.
		4. Pool house siding repair is expected to start in August. Current contractor is running a few weeks behind.
		5. Clubhouse sidewalk path lighting is underway. Two quotes currently pending.
	4. Board of Directors Elections
		1. Three postions are going to be elected in January or February.
		2. Election date will be determined soon.
		3. We will need 25% of the houses, or 64 hours, to vote in person or through proxy.
8. Open Forum
	1. Kay Don expressed concern that there is no longer a mailbox or mail service at the neighborhood clubhouse, resulting in mail rejection if someone is to send mail through the U.S. Postal Service – as he did. The board thanked Kay Don for presenting this and will take this under advisement as we plan the neighborhood projects.
9. Announcements
	1. The August Board of Directors meeting is scheduled for August 22 at 7pm at the Clubhouse.
10. Adjournment
	1. Motion to Adjourn made by Mujeeb Shah-Kahn.
	Seconded by Bob Armet.
	Vote unanimous.
	2. Meeting ended at 7:31 p.m.

Board Meeting – Executive Session

1. Dues Status
	1. Discussed in open session.
2. Hearings
	1. PH3032 is receiving more complaints for landscaping. The final letter has been sent, the next one will be the hearing.
	2. End of Hillshire Meadow – there is a camper. Final letter will be sent.
3. ARC Committee
	1. A screened in porch request has been received. Good to proceed.
4. Pool Issue
	1. The event between a resident and a lifeguard in the men’s restroom has been determined to be a non-issue.
5. Pool Rental
	1. We agree that we will not close down the pool for a private event, unless it is for the neighborhood.
6. Contacts – Authorized Users
	1. Board of Director access to HOA accounts at City of Charlotte, CPI Security, Duke Power, Piedmont Natural Gas, and Windstream is underway.
	2. Mickey reminded that Board members are not allowed to be on the same bank account that the management company uses for transactions due to conflict of interest. We will ensure that Board members do not have access to this account.