**Open Session Board Minutes**

**Providence Hills HOA Board of Directors Meeting**

**August 28, 2023**

Meeting Location: Clubhouse (2663 Providence Hills Drive)

Participants:

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

Absent: N/A

Guests: Mickey Bumgardner (Bumgardner Association Management), Robert Morgan, Sharon McGowan, Kay Kahler, Brian Johnston, Mike Fulginiti, Eric Vogl, Taryn Burns, Annie Pruitt, Liz Thomas, Jim Ciccone, Jason Newsom, Mike Avara, Holly Woitovich, and six additional residents who joined after the meeting started

Board Meeting – Open Session

1. Call to Order
	1. The meeting began at 7:01 p.m. by Jose Diaz.
2. Roll Call
	1. All are present.
3. Reading and Approval of Minutes
	1. The July meeting minutes have been approved.
	2. The Special Meeting meeting minutes have been approved.
4. Reports of Officers
	1. President (Jose Diaz)
		* AED update provided. See old business.
		* Speed trailer update provided. See old business.
	2. First Vice President (Mujeeb Shah-Khan)
		* No update
	3. Second Vice President (TBD)
	4. Treasurer (Bob Armet)
		* No update.
	5. Secretary (Andrew McDermott)
		* 96.1% of homes are receiving our emails. Here are the ones missing:
			1. Danhill: 3305 (Packey), 3312 (Brower)
			2. Over Stream: 1201 (Sharpe)
			3. Providence Hills: 2621 (Renter), 2635 (Whalen), 2720 (Rollins), 2930 (Bentsi-Enchill)
			4. Savannah Hills: 3306 (Renter), 3410 (Duerr)
			5. Wallbrook: 4129 (Wilson)
5. Reports of Committees
	1. Adult Social Committee (Sharon McGowan)
		* Until Labor Day: Pickleball every Tuesday; Water Aerobics every Thursday. This Thursday is going to be 6-6:45.
		* Next event: Music Bingo! September 30 at 7 pm at the clubhouse.
		* Chili cookoff is October 21 and is looking for a band.
	2. Architectural Review Committee (Bob Armet)
		* No update.
	3. Children’s Social Committee (Katie McDermott)
		* The August movie night was held on Saturday with the airing of “Home Team”.
		* Next event: Rubber Duck Rodeo! September 4 at 12 pm at the pool.
	4. Community Social Committee (Amy Gemereth)
		* Held Friday Night Pizza Parties on July 28 and August 18.
		* Next event: Labor Day Barbeque! September 4 from 12 – 2 pm at the pool. Today is the last day to sign up with Amy Gemereth.
	5. Holiday Decorations (Liz Thomas)
		* Committee is working on getting decorations up for September fall, Veterans Day, and Christmas.
	6. Neighborhood Message Boards (Andrew & Katie McDermott, Interim)
		* Andrew & Katie McDermott are running this on an interim basis. We are looking for a volunteer to take this over!
	7. Pool Committee (Jessie Alkemeyer)
		* Looking in to digital entry software and resurfacing – see details in the new business.
	8. Social Media Committee (Katie McDermott)
		* Our Facebook page is up to 172 likes and 213 followers.
		* Our Instagram account is up to 234 followers.
	9. Welcome Committee (Liz Thomas)
		* Next event: Fall Meet & Greet Event! (Family-Oriented) September 24, 1:30-3:30 pm at the clubhouse. Will be recognizing families that moved in September to September, but it is a entire community event.
6. Old Business
	1. Maintenance Work
		* Automated External Defibrillator (AED)
			1. Our AED device arrived on August 24.
			2. We will begin looking into an AED and CPR training class – email will be sent out once we have details. Will be covered by the HOA.
	2. McKee Road Sidewalk
		* We reached out to Colliers Engineering on August 18 for an update but have not heard any update on use of the land where we have an easement. We are waiting to hear back regarding schedule, future design/impacts, and any compensation.
	3. Speed Trailer
		* Charlotte Mecklenburg Police Department routed Jose to the vendor who manages the speed trailer. There are currently four operating signs.
		* Jose has not heard back yet but will continue to follow up.
	4. Change Quorum Threshold
		* A notarized signature of the Bylaws change was provided to Bumgardner Association Management on August 9 to provide to the attorney.
		* Once the attorney completes processing of the paperwork, we will distribute a homeowner notification.
7. New Business
	1. Board of Directors Update
		* Effective August 24, Jomar Roberts has resigned from the Board of Directors.
		* Pursuant to Section 4.2 of our Bylaws, the Board of Directors will select someone to serve the unexpired portion of the term (January 2025).
		* An email will be sent out the neighborhood tonight; residents interested in being considered should email the Board of Directors at ProvidenceHills@gmail.org by Friday at 12 pm ET (September 1).
		* The Board will hold a special meeting to determine the selection.
	2. Maintenance Work
		* Electrical Work
			1. Ewing Electric was onsite on August 7 after reports were received of the McKee Road entrance lights and the pool house storage room lights not working.
				1. Pool House: There are two GFIs on the same circuit and one of them will need to be removed. Date TBD – hopefully this week. In the interim, the GFIs should be reset when tripped.
				2. Entrance: Both timers are not working – which leads to believe either a power surge took place or there was tinkering. The timers will be replaced under warranty. Surge protectors will be added on to all entrances to prevent surge issues in the future. Date TBD – hopefully this week.
		* Pool
			1. No decision tonight – information sharing.
			2. Carolina Pool Management notified us of issues with the blower and the pump room fans – these will both be remediated to keep the pool operational. Repair may cost $400-$500, replace is TBD.
			3. Carolina Pool Management is asking for all their communities to purchase a vacuum before next season; est. cost is $1,650 and will allow our pool to be cleaned multiple times per week in one-third of the time.
			4. Confirmed by a diver on August 11, the Virginia Graeme Baker law requires that we will need replace our main drain covers with new main drain covers that meet the updated code prior to opening in 2024. To do this will require draining the pool – which will lead to the resurfacing of the pool before refill. Carolina Pool Management has provided quotes: $48,846 or $54,317 for the main pool and $3,827 or $4,256 for the wading pool. Plus $1,500 to be VGB compliant.
			5. The new baby pool cover, which we agreed to order in the spring, will be here in time for pool closing for the season.
		* Tennis
			1. Mary Buwick reported a tennis court strap broke. Replacement strap was installed on August 26.
		* Basketball
			1. All three basketball hoop nets are in bad shape. Replacement nets will be replaced soon.
	3. New Project – Quote Collection
		* Pool Pass Replacement
			1. No decision tonight – information sharing.
			2. Our current process of mailing waivers, purchasing passes, and mailing passes costs about $1,000/year.
			3. Member Splash is a program highly recommended by Carolina Pool Management. Residents register online and upload or take a picture; there is no pass to access the pool – at sign in, access is administered by matching photo. Cost: $2,000/year
				1. Other benefits include: maintenance of neighborhood directory, online reservation system, online assessment and fine payment system, reports of pool usage, integration with Google Sheets and MailChimp.
				2. Requires purchase of a device to check in on (Chromebook - ~$300) and internet ($147/mo)
			4. Feedback: Is there privacy about someone coming and untruthfully signing in? What people (ex. strangers) looking up children information.
			5. We will continue to look up additional options and bring them up in following months and will continue collect the feedback from the community.
		* Fixed Security System
			1. No decision tonight – information sharing.
			2. Our current security system is $43.55/mo. It is a phone line system that takes over 10 minutes to report an alert to CPI.
			3. Switching to a CPI cellular system with existing sensors would go up to $49.99/mo.
			4. Switching to a ADT cellular system with existing sensors would go up to $52.99/mo. Adding indoor motion detectors would go up to $59.99/mo and require internet.
		* Internet
			1. No decision tonight – information sharing.
			2. For the pool, we need to maintain copper line/land line phone service. We currently pay Windstream $87.97/mo.
			3. There are currently two providers that offer phone and internet: Windstream and Spectrum.
				1. Windstream is offering phone and 50 mb internet for $131/mo.
				2. Spectrum is offering phone and 600 mb internet for $147/mo.
			4. Internet could be hard wired or wifi.
		* Playground
			1. No decision tonight – information sharing.
			2. In the process of getting quotes from GameTime, the current playground company, on extending the life of our current playground and an eventual replacement.
			3. Short term solutions:
				1. Renewing the metal uprights, metal accents and swing set will cost $9,700.
				2. Renewing the castle decks will cost $4,800.
				3. Pressure washing was noted to have an impact on appearance.
		* Landscaping
			1. No decision tonight – information sharing.
			2. In the process of getting quotes from landscaping companies to compare current pricing and service offerings with what is available on the market.
				1. Services

Cut

Irrigation System

Bush Hog

Pine Needles

Fertilization (New)

Aeration (New)

Seeding (New)

Insect Control (New)

Trimming of Shrubs (New)

* + - * 1. Quotes

Gomez (Current): Averaging $18,000 since 2016

East Green Lawn Care: $40,740 (Best), $39,935 (Better), $38,675 (Good)

Carolina-Metro Landscape: $33,025

Carolina Turf Lawn and Landscape: Incoming

U.S. Lawns: $34,000

* 1. Code of Conduct
		+ Recent events have led to the discussion of a Code of Conduct for Board of Directors to sign annually. Bumgardner Association management has prepared a draft document.
		+ Resident input will be collected of the draft document and will look to adopt in the future.
	2. 2024 Dues
		+ No decision tonight – information sharing.
		+ Since 2005, our money collected through dues has had 32% more value than it does today – or worth $171 more per household per year than it does today.
		+ Dues increased from $520 to $546 in 2013 and to $560 in 2016.
		+ Per Section 4.3 of our Covenants, Conditions & Restrictions, we cannot increase dues more than 5% with an affirmative vote of a Majority of the Total Association Vote – or $28/house.
		+ Per Section 4.3 of our Covenants, Conditions & Restrictions, we shall cause the budget and deliver the assessment for the following year at least 30 days prior to the end of the current fiscal year – December 31. This means that we need to approve the budget at the November 27 Board meeting.
1. Open Forum
	1. Sharon McGowan would like to see if we can extend the pool on the weekends until the end of September; other neighborhoods around us are. We can ask Carolina Pool Management.
	2. Eric Vogl inquired about the budget process. Balances at the end of the year are rolled in to the general fund and then redistributed for next year.
	3. Mike Fulginiti inquired about the pool incident follow up.
	4. It would be nice, if looking at the pool system, if we can allow for a way to have residents use the bathroom but not using the pool. The pool house water is turned off in the winter.
	5. There was conversation about determining the need of a pool pass system and the level of need.
	6. There was a conversation about the recent pool incident.
	7. We will review the pool rules before 2023.
	8. Mike Fulginiti mentioned that the Charlotte Department of Transportation is waiting on a contractor to install 25 mph speed limit signs on Over Stream Lane. No new update on the timing of the speed humps on Providence Hills Drive – last estimate was Q1 2024.
	9. Robert Morgan has asked for actions to be taken if a resident is parking their car in the driveway, but low and blocking the sidewalk. The feedback is that it is not enforceable through the Providence Hills Community Association; residents can call 311 or use the CLT+ application.
	10. Eric Vogl has inquired about if there is an evaluation process for the projects that we look at to increase land value.
	11. Michelle Aiello reminded the community to keep in mind that value is defined differently.
	12. Annie Pruitt inquired about street lights on Providence Hills Drive.
	13. Kay Don Kahler had another incident where he turned off the tennis court lights. Kay Don installed new “no soliciting” signs at the neighborhood entrances; this was done by a resident…the board will look into the cost of bigger signs.
2. Announcements
	1. The September Board of Directors meeting is scheduled for September 25 at 7 pm at the Clubhouse.
	2. There are opportunities to get involved within the neighborhood. Inquire if interested!
	3. Two positions on the Board of Directors will be up for election on January 28, 2023. Inquire if interested!
3. Adjournment
	1. Motion to Adjourn made by Mujeeb Shah-Kahn.
	Seconded by Bob Armet.
	Vote unanimous.
	2. The meeting ended at 8:48 p.m.