**Executive Session Meeting Minutes**

**Providence Hills Board Meeting**

**November 28, 2018**

The Providence Hills Community Board convened at 7:00 PM, Wednesday November 28th. The meeting was attended by board members: Shannon Curtis, Rick Gemereth, Patrick Godwin and Mickey of BAM. The following agenda items were reviewed:

Financial Update: The current monthly budget and expenditures were reviewed. No issues or irregularities were noted.

Covenants Update: There is one resident whose mailbox post needs to be painted. They have been notified the customary 3 times and have yet to remedy the issue. The Board agreed that this is not the best time of year to paint a mailbox post. However, it was agreed a letter would be sent to the homeowner directing them to have the mailbox painted by March 30. If they failed to comply a fine of $20 per day would be levied retroactive to the date of the letter.

No new ARC submittals were reported.

Follow Up/Issues:

* Website:
	+ Shannon has cleaned out the website mailbox.
	+ All resident information has been consolidated into a single excel document
	+ Website is live. We need to communicate the new site to the neighborhood.
* Pool Signs:
	+ New pool signs have been installed
	+ The proposed
* New refrigerator for the Clubhouse:
	+ Mickey will take the responsibility of purchasing the new refrigerator. He will coordinate with Shannon for the delivery.
* Pool house wall repair:
	+ All repair work is complete. What remains is the final coat of paint for the repaired area. Mickey to coordinate the completion of the painting. This should be completed in the next 2 weeks.
* 2019 Budget:
	+ The Board approved the proposed 2019 budget. It will be sent out with the 2019 dues notice.
* 2019 Board elections:
	+ There are 3 seats open for election for 2019. Shannon will send out notifications to the neighborhood soliciting anyone interested in running for the Board. The applicants for the Board positions are due by 12/14. BAM will send out the ballots on 12/15 with a response date of 1/15/2019. The results will be announced at the January 27th community meeting
* Neighborhood Signs
	+ It was agreed to move forward with the replacement of the 3 neighborhood information signs. We have a proposal of $1,450 per sign from Ajadesigns. They are the same company that did our pool signs. Shannon reached out to Kurt to get the sign proposals he acquired. The Board agreed to move forward with the best option and replace the signs.
* Sidewalk lights for the Clubhouse
	+ The Board agreed to move this to a 2019 project.

New Issue: One of our residents raised their concern about crime, vandalism, car breaking and entering, etc, on the rise in the neighborhood. It was requested we employ off-duty police officers to patrol our neighborhood at night. The Board agreed to discuss this at the community meeting on January 27th,

Upcoming Dates: The next board Executive Session will be held Monday December 17, at Rick’s house, 3311 Danhill Place.

The board adjourned at 8:10 PM.

Meeting minutes submitted by Rick Gemereth, Board President.