**Executive Session Meeting Minutes**

**Providence Hills Board Meeting**

**January 23rd, 2019**

The Providence Hills Board Executive Session convened at 7:00pm, Wednesday January 23rd. The meeting was attended by board members: Shannon Curtis, Bob Armet, Rick Gemereth and Mickey of BAM. The following agenda items were reviewed:

Financial Update: The financials for 2018 ended as expected with a net operating loss of $868.61 for the year.

* Bob mentioned there were no charges for Pine Straw for the year. Since Pine Straw was put down the Board wasn’t sure if that is part of the lawn service agreement. Mickey will check with our lawn service company,
* In reviewing the outstanding balances on dues, we have 2 residents who have not paid dues in 2 years. The Board instructed Mickey to have our attorney place liens against the properties.
* A property which had a lien against it for failing to pay dues recently sold. The HOA was able to collect the outstanding amount of $2,251.00 owed to the HOA.

Covenants Update: BAM’s recent drive through resulted 5 new notices being sent out. 4 are for mailbox repair/painting and 1 is for mold/mildew on the chimney. The Board decided to inform the residents that they will have until 4//1/2019 to make the necessary repairs. However, if the repairs are not made by 4/1/2019 a hearing will be scheduled. BAM will continue to send the letters of notification, as per our schedule.

* Shannon is searching for someone(s) to complete the mailbox repairs/replacements. The goal is to provide the residents with an option to correct a mailbox issue. She will contact Kurt Wood and Kay Don Kahler.
* Mickey will schedule a hearing on 2/12 for 2 outstanding issues of a trailer in the driveway and a shed in the back yard.
* Bob reported no new ARC requests for the month.

2019 Board Projects: The Board reviewed the current list of projects for 2019. They are: Pool Shade, Replace HVAC for the Clubhouse, and Sidewalk Lighting. The estimated cost for the 3 are $28,000, $13,000, and $10,000 respectively. Due to the sizeable costs of these projects, the Board decided no other projects will be added in 2019. Shannon will lead the Pool Shade project. The goal is to have this completed by the end of April. Bob will lead the HVAC replacement. He is going to have the HVAC checked to determine if the replacement can be delayed a year. Rick will lead the Sidewalks Lighting project.

The 2019 Board elections were delayed a month to ensure all potential candidates were presented on the ballots. The ballots are due to BAM by 2/6/2019. With this delay, the Board chose to move the semi-annual community meeting to February 24thd. The results of the election will be announced at the community meeting. The results will be made known to the candidates before the next Executive Session so new Board member(s) can attend the Executive session.

The following topics were suggested to be reviewed at the Community meeting:

* Board election results
* 2019 Budget
* 3 major projects
* 2019 Pool Schedule
* Off Duty Police security
* Web site review
* Completed projects since last meeting: New refrigerator, New message signs, New ceiling fans

Upcoming Dates: The next Board Executive Session will be held February 20th at 7pm. The community meeting will be held February 24th at 7:00pm.

The Board adjourned at 7:45pm.

Meeting minutes submitted by Rick Gemereth, Board President.