**Providence Hills Community Meeting Minutes**

**April 24th, 2019**

The Providence Hills Board Meeting Session convened at 7:00pm, Wednesday, April 24th. The meeting was attended by board members: Shannon Curtis, Bob Armet, Rick Gemereth, Patrick Godwin (arrived at 7:30) and Andy Grindstaff and Mickey of BAM. No residence in attendance.

1. 2019 Board Projects Status
   1. Pool Shade: Pool shade to be completed no later than Thursday the 24th, per Alpha Canvas. Waiting for more specifics on timeline. Will need to prepare to recoup if not completed by promised deadline?
   2. Clubhouse Sidewalk Lighting: No updates.
2. Pool Opening Preparation
   1. Showers working: CPM will check prior to opening.
   2. Pool deck repair: Most likely deferred until 2020, or anytime after 2019 season. Patrick will follow up on quote from Carolina Pool Management and it may be revisited this season once we have a finalized timeline from Alpha Canvas.
   3. Other:
      * CPM will verify we pass permit, check pumps, shock pool, etc. They are actively maintaining pool now. We will do a lifeguard meet and greet prior to opening once staff identified, ideally early May.
      * Same pool passes as last year. Will be mailed within the next 2 weeks. 2 days prior to opening BAM will be onsite to distribute passes as well.
   4. Shannon will post Providence Hills Swim Club Schedule on website and social media.
3. New Committees Review: Andy will take point going forward. Board needs to work to set expectations and guidelines. Once set, committees will be advertised.

All . . .

* + - Regularly meeting cadence.
    - Report regularly to the board.
    - Budgets, if requested and approved by the board, must be adhered to.

* 1. Social Media
     + Managed social media presence, i.e., Facebook and Instagram,
  2. Board Advisory
  3. Welcome Committee
     + Assemble and store welcome packets.
     + Maintain updated welcome sheet information.
     + Coordinate with BAM to collect current resident movement.
     + Visit new residents to deliver welcome packets.
  4. Holiday Decorations
     + Display decorations annually.
     + Remove displays and store appropriating.
     + Make requests for replacement decorations. Sufficient notice and board approval required.
  5. Newsletter: Residents have expressed an interest in revisiting the Providence Hills newsletter. (Will reach out to Linda Graham.)
* Distribution frequency Quarterly or semi-annually, to be determined.
* Attends open session of board meetings

1. Open items
   1. Revised fencing options in Covenants: Fence Guidelines vague in covenants “board approval”. Mickey will email electronic version of images to post on website. Anything that differs from guidelines must be submitted to the board for approval.
   2. 2020 Board elections: 2020 voting will be conducted in paper and via email, one vote per household. Ballots will be serialized. Remove clubhouse ballot box.
   3. Mailchimp set up. Email list imported. Residence can opt out (unsubscribe option). Andy will own account.

The Board Meeting open session ended at 7:46pm.

Upcoming Dates: The next Board & Executive Meeting will be held May 22nd at 7pm.