**Open Session Board Minutes**

**Providence Hills HOA Board of Directors Meeting**

**August 22, 2022**

Meeting Location: Clubhouse (2663 Providence Hills Drive)

Participants:

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

Absent: Jose Diaz, Jomar Roberts

Guests: Mickey Bumgardner, Michelle Aiello, Sharon McGowan, Steve Cash, Taryn Burns, Two Others – Names not captured

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 and Jomar.
3. Reading and Approval of Minutes
   1. The July 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. Dues collections has gone great so far this year.
   5. Secretary (Andrew McDermott)
      1. Email issues are down to 12% of houses. We will do another push in September.
      2. Questionnaire will be discussed in New Business.
5. Reports of Committees
   1. Adult Social Committee (Sharon McGowan)
      1. Three events planned for the remainder of the year:
         1. Friday Music Bingo on September 9
         2. Chili Cookoff with Music on October 15
         3. Cookie Exchange on December 11
   2. Architectural Review Committee (Bob Armet)
      1. No update.
   3. Book / Dinner Committee (TBD)
      1. 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. Two events planned for the remainder of the year:
         1. Halloween Parade on October 29. Will be usual events with Fire Station #9.
         2. Luminaries & Holiday Party on December 10. Santa is lined up, working on activites. There is no carriage ride being offered.
      2. Cyndi is working on transitioning to new committee chairs.
   5. Community Social Committee (Amy Geremeth)
      1. One event planned for the remainder of the year:
         1. Labor Day Barbeque on September 5. RSVP required by August 29.
   6. Holiday Decorations (Jeromy Hyman)
      1. No update.
   7. Neighborhood Watch Committee (TBD)
      1. 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. Welcome packages were sent to all of the 2022 new households as of August 15.
       2. 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. Pool Operations
      1. Pool furniture was supposed to be delivered to Carolina Pool Management in August, but the company is running 2-3 weeks behind.
      2. Permanent pool netting is delivered and will be installed prior to the new pool season along the Savannah Hills Dr.
      3. Repairs to pool building are taking place in the next few weeks; contractor is currently on medical leave.
      4. Pool will remain open with normal hours through Monday, September 5. It will be closed September 6-9 and will reopen for the final weekend on September 10-11 with normal weekend hours.  
         Note: Pool hours were confirmed to be different following the meeting; an email and website update were made on Aug. 25 to notify residents.
      5. Will look in to the repairs necessary to the pool house door. The board will check in with Carolina Pool Management tomorrow.
   2. Tennis Courts
      1. 2 new 5’ 3-person benches have been ordered and will arrive in a few weeks.
   3. Resident Questionnaire
      1. Presented, seeking feedback
   4. Capital Improvement Projects
      1. Quotes received for 22 of 34 initiatives identified thus far; other quotes are in progress of being collected. A presentation will be made in the coming months to share the details.
      2. Will look for additional ideas from the Resident Questionnaire.
   5. 2023 Meeting Dates
      1. Board of Director meetings are generally held on the 4th Monday of the month. Tentative dates for 2023 are: January 23, February 27, March 27, April 24, May 22, June 26, July 24, August 28, September 25, October 23, November 27 and December 25.
      2. We will need to determine any adjustments to the schedule.
      3. We also need to determine the Board of Director elections process, so that 64 houses are accounted for through being present or through proxy.
      4. Goal is to do it in January, and to complete the elections in one event. But it will not be the first weekend in February. The goal is to have a tentative date for the elections in September’s monthly meeting.
      5. Food was a big draw in 2022’s elections.
   6. 2022 December meeting
      1. Tentatively moving to December 19.
8. Open Forum
   1. Electronic event calendar is being requested for future events requests.
   2. The board will look in to resident availability to the current pool furniture once the new furniture arrives.
   3. The pool area needs a clock.
   4. An idea was presented that if we proceed with any of the Capital Improvement quotes, we should work for power of numbers and see if we could solicit to residents and obtain a discount.
   5. The previous Capital Improvement plan will be posted to the website.
   6. The 2023 budget will be put together later in the year. Past guidance has been to keep committees where they are unless we hear of additional plans for 2023.
   7. People having events at the clubhouse have raised the question if the clubhouse would be better without the air hockey table, or a board that can go on top of it to be a table at events.
   8. Is there a possibility of opening up the clubhouse when it is not being used? We will look in to this with the Capital Improvement plan for key fob, security camera, wifi, etc.
   9. An idea for longer-range could be an extension off of the pool house or roof the pergola to make a game room. The Board will begin to explore feasibility of it.
   10. If the clubhouse is well attended for an event once the pool is closed for the season, can we look to open the back doors and utilize that space? We’ll take action item to speak to our insurance agent to explore options.
9. Announcements
   1. The September Board of Directors meeting is scheduled for September 26 at 7pm at the Clubhouse.
   2. There are opportunities to get involved within the neighborhood. Inquire if interested!
10. Adjournment
    1. Motion to Adjourn made by Andrew McDermott.  
       Seconded by Bob Armet.   
       Vote unanimous.
    2. Meeting ended at 7:49 p.m.