**Open Session Board Minutes**

**Providence Hills HOA Semiannual Community & Board of Directors Meeting**

**January 28, 2024**

Meeting Location: Clubhouse (2663 Providence Hills Drive)

Participants:

Present: Bob Armet, Taryn Burns, Jose Diaz, Andrew McDermott

Absent: Mujeeb Shah-Khan

Guests: Mickey Bumgardner and Jaime Williams (Bumgardner Association Management), 22 residents

Board Meeting – Open Session

1. Call to Order
	1. The meeting began at 1:11 p.m. by Jose Diaz.
2. Roll Call

Bob, Taryn, Jose, and Andrew are present.

1. Introduction & Nominations
	1. 77 houses, 30%, were present or accounted for via proxy. The quorum threshold was 52 houses; as attendance surpassed this threshold, the meeting and elections was able to be held.
	2. Mark McCain provided a candidacy statement.
2. Reading and Approval of Minutes
	1. The December meeting minutes have been approved.
3. Reports of Officers
	1. President (Jose Diaz)
		* AED device was installed. We are figuring out the process to make this accessible during pool season.
		* A notice will be sent out to remind residents about the architect review process.
	2. First Vice President (Mujeeb Shah-Khan)
		* Not present
	3. Second Vice President (Taryn Burns)
		* Food was made available for today’s meeting.
	4. Treasurer (Bob Armet)
		* Dues collection is going well.
	5. Secretary (Andrew McDermott)
		* Communications have been quiet.
4. Reports of Committees
	1. Adult Social Committee (Sharon McGowan)
		* Working on a Meet & Greet social in the first quarter of this year.
		* Possibly also looking in to a Yoga class; will collect interest before moving forward with planning the events.
		* Next event: TBD
	2. Architectural Review Committee (Bob Armet)
		* Two requests received, one for a fence and one for a deck.
	3. Children’s Social Committee (Katie McDermott and Shannon Vo)
		* Next event: Spring event, March 30.
	4. Community Social Committee (Amy Gemereth)
		* No update.
		* Next event: Memorial Day Cookout, May 27 12-2 pm.
	5. Holiday Decorations (Liz Thomas)
		* A calendar will be made available to the community with the decoration themes and events so people know what the clubhouse will be like when they make a reservation.
	6. Neighborhood Message Boards (Cyndi Shah-Khan)
		* No update.
	7. Pool Committee (Jessie Alkemeyer)
		* Mailing sent out January 2.
		* Panel held first meeting on January 17 and is working on assessing all pool deck access control options and will deliver a final recommendation to the Board of Directors.
	8. Social Media Committee (Katie McDermott)
		* Reach out if you have neighborhood news that needs to be communicated through our social media!
	9. Welcome Committee (Liz Thomas)
		* No new neighbors and no houses on the market.
		* Next event: Winter/Spring Meet & Greet Event
5. Old Business
	1. Automated External Defibrillator (AED)
		* Installed next to the women’s bathroom in the clubhouse on January 26.
		* We left a message with Nick Tripp, (860) 471-2062, to plan the training.
	2. McKee Road Sidewalk
		* Utilities and right-of-way acquisition will begin in Fiscal Year 2024 and construction will begin in Fiscal Year 2025.
		* We received the Plan Sheet and the Plat and will being to plan accordingly.
		* The Board is working our attorney to find out planning and compensation for the use of our easement, from Providence Hills Drive making the right on to McKee Road.
	3. Code of Conduct Update
		* We will revisit this topic after the elections.
	4. Storm Drain Dry Creek
		* We will reconnect with Charlotte Mecklenburg Stormwater Services after the elections to see which upcoming meeting they can come speak at in early 2024.
6. New Business
	1. 2024 Annual Elections
		* Election results: Mark McCain and Mujeeb Shah-Khan have both been elected for the 2024-2025 term.
		* Officers will be elected by the Board of Directors at the first meeting of the Board of Directors following each annual meeting of the members
	2. Maintenance Updates
		* The water heater had faulty joints that cracked, resulting in a water leak. M.D. Plumbing & Mechanical replaced it on January 28.
		* The valve for the cold water in the men’s bathroom was leaking. Matt Crowley fixed it on January 26.
		* Since the pool resurfacing, even with the 12”+ of rain we received, we are seeming much less runoff down towards the lower parking lot.
7. Open Forum
	1. Bumgardner Association Management is reaching out to Carolina Pool Management to ask about why the pool cover is currently off.
	2. We will reach out to Union County and Indian Trail to inquire about neighbor concerns having to do with erosion. This is not a HOA “jurisdictional matter”, but we will assist with finding contacts and sharing the information.
	3. There was an inquiry on the “budget issues” we are having. When the developer turned over the community to the HOA, they gifted $250,000 – which has been used on large projects such as the pool resurfacing. We have not aggressively increased HOA dues; the most recent update was 2016. This has lead to our cash balance being lower than where we would like it to be. We need to be more aware of how our money is spent, what is truly needed. There is a chance we will need to do a special assessment in the future for large scale required work.
	4. Ask for a three-year and a five-year vision of the community projects – possibly a document that can be shared on the website or to all homeowners.
	5. There is an ask for sharing budgetary awareness with the neighborhood. If we think there is an increase in funds needed for supporting projects, can we share this vision now with the community?
	6. Taryn encouraged all residents who were here to continue to come to the Board meetings as these conversations held each month and we have open discussions before making decisions.
	7. A resident is having an issue with dogs not on leashes coming off their property. We will provide guidance as to what authority PHCA has and what route residents have.
8. Announcements
	1. The February Board of Directors meeting is scheduled for February 26 at 7 pm at the Clubhouse.
	2. There are opportunities to get involved within the neighborhood. Inquire if interested!
	3. Three positions on the Board of Directors will be up for election on January 26, 2025. Inquire if interested!
9. Adjournment
	1. Motion to adjourn the open session and move to Executive Session made by Jose Diaz.
	Vote unanimous.
	2. The meeting ended at 2:10 p.m.