**Executive Session Meeting Minutes**

**Providence Hills Board Meeting**

**April 18, 2018**

The Providence Hills Community Board convened at 7:00 PM, Thursday, April 19th. The meeting was attended by board members: Shannon Curtis, Rick Gemereth, Kurt Wood, Patrick Godwin and Jaime of BAM. The following agenda items were reviewed:

Financial Update: The current monthly budget and expenditures were reviewed. No issues or irregularities were noted. Dues collection continues at an excellent pace. Outstanding dues fell from roughly $21.8k to $18.2k as of the time of the meeting. Of this outstanding amount, approximately $6100 is accounted for in homes with liens in place. Final HOA dues reminders were sent last week by BAM. April 15th was the cutoff.

Covenants Update: BAM’s recent drive through resulted in no new, non-compliant items. Violation tracking logs indicate thirteen (13) outstanding items is some phase of resolution. A hearing was conducted for one (1) homeowner on April 11th. The homeowner did not attend and the issue has not been resolved. The board has begun applying daily fines. Bob A. reported two (2) new ARC requests requiring board approval. Both were approved by the board.

Follow Up/Issues Log: The board reviewed the current list of items, topics and concerns from the most recent Community Meeting or submitted via the board email. The following items were covered:

* Pool Deck Vending Machine – The board discussed the proposed addition of a vending machine to the pool deck. Multiple options were discussed, but due to many issues, especially the need for a cooled unit, the board voted not to pursue the installation.
* Clubhouse Rentals – Clubhouse usage has continued to be minimal (2 rentals in last 2 months). Shannon will issue a short reminder and post on the community signs reminding homeowners of the availability and great low cost.
* Clubhouse Handbook – Mickey from BAM met with the homeowner to review the current draft and options for utilization. They will continue to develop an updated version. Once complete, the handbook will be available to homeowners renting the clubhouse.
* Clubhouse Survey – There have only been two rentals in the past two months. A draft if ready for utilization. It will be used by BAM for the upcoming May rentals.
* Clubhouse Accessories – BAM completed the installation of the recycling and trash can labels for both the interior and exterior cans.
* Porch Side Lights – This work is not complete. Bob is working with our electrician to replace the switch.
* Website requirements – Shannon Curtis has completed in initial set of requirements. She will be working with Patrick to determine which off the shelf options may best fit the community’s needs.
* “Slow, Watch for Children” sign replacement – No updates available for this meeting. The board previously approved BAM to purchase six (6) replacement signs and install three (3), leaving three (3) spares.

2018 Board Projects: The board reviewed the current projects planned for or in execution for the 2018 calendar year. The following updates were provided for each:

* Pool Opening Items & Repairs– All pre-opening, code related items and needed repairs have been completed. Pool will be fully operational for opening.
* Ceiling Fans – Bob will be working with Brian to replace the existing ceiling fans. He has committed to completing this effort by the end of April.
* Pool fence – The board has approved pricing and a contract to complete the pool fencing replacement. Work will begin this coming week and will be complete by May1st or 2nd.
* Pool basketball goal – the repairs to the anchors was complete. A new rim will still be required before opening. The board again agreed that the repairs would be “one and done” for the pool season.
* Pool shade – No further updates on this item. Patrick will continue to work on options and pricing. A target budget of $20k has been set for the 2018 season.

Upcoming Dates: The next board Executive Session will be held May 23rd. The pool opening party is scheduled for May 26th.

The board adjourned at 8:05 PM.

Meeting minutes submitted by Kurt Wood, Board Secretary