**Board Meeting**

**Providence Hills**

**August 28, 2019**

The Providence Hills Board Meeting Session convened at 7:00pm, Wednesday, August 28, 2019. The meeting was attended by board members: Patrick Godwin, Rick Gemereth, Shannon Curtis, Andy Grindstaff and Jamie with BAM.

1. Resident / Committees

Resident Akash Prasad attended the meeting as our new Social Media Committee Lead. **Social Media Committee Responsibilities**: keep neighborhood informed and attempt to answer requests. No budget needs.

Andy is sending email blast about Instagram.

Akash will assist with transiting the current FB page. We will add a “Like and follow this page. This site is no longer in use for PH” message.

1. 2019 Board Projects Status
	1. Clubhouse Sidewalk Lighting – Reviewing estimates.
	2. Pool Operations
		1. Overall satisfied with CPM for the year. No complaints thus far.
		2. New umbrellas, new umbrella stands, changing tables, old umbrella stand removal status. CPM were asked to order and replace umbrellas a month ago. BAM will immediately follow up.
		3. Pool deck resurfacing – Mickey discuss with CPM, as we close out the season.
		4. Address the leak in the pool – Mickey discuss with CPM, as we close out the season.
	3. Committee Meeting Review
		1. Finances
			1. Any follow up from residents to assist? No resident follow-up. Topic closed for time being.
		2. Pool Operations
			1. Board will not be changing pool hours or checking attendance logs in 2019.
		3. Committees
			1. Welcome: BAM to setup automated “Welcome Package”. Mickey will issue welcome basket. Shannon will put together list of what to include and provide it to BAM. Shannon will notify current Welcome Committee member, Julie Kroehler.
			2. Holiday Decorations: Shannon will email interested party to let them know we can discuss closer to December.
			3. Social Media: See above.
			4. Newsletter with Linda in place. Shannon will follow up with Linda. We will need to establish a distribution process.
		4. Board Elections
			1. BAM is connecting with our attorney regarding Bylaws updates. Meeting getting schedule with attorney to review, i.e., definition of a quorum.
			2. Use Mailchimp to distribute ballots – Will discuss closer to when ballots are issue, i.e., October. We will send notification in early November that the board will be filling 2 positions.
			3. Develop a Google form for ballot
		5. Tennis Courts
			1. Revised sign status – New sign posted.
			2. No requests to use the tennis courts for non-tennis activities pending.
		6. Additional Points
			1. Parking Lot security – Board will order inexpensive Surveillance / Hours signs. Patrick sending link of sample signs to Jamie.
			2. Entrance signs and landscaping –Landscaping updated. Sprinkler control box may need replaced. Agree signage is fine and will consider a closed issue.
			3. Playground swings – New swings installed.
			4. Sand in playground parking lot removal status – Albino been told again to remove sand.
			5. New woodchips for playground status – Installed.
			6. Storage shed lock and keys – New keys distributed to board members. Board will institute better key tracking process. Board will get clubhouse rekeyed and reissue new keys to current members. Once board member leaves office, they will be required to return key sets.

The Board Meeting open session ended at 7:50pm.