**Special Session Board Minutes**

**Providence Hills HOA Board of Directors Meeting**

**May 13, 2024**

Meeting Location: Clubhouse (2663 Providence Hills Drive)

Participants:

Present: Taryn Burns, Jose Diaz, Andrew McDermott, Mark McKain, Mujeeb Shah-Khan

Absent:

Guests: Jamie Williams (Bumgardner Association Management), 6 residents

Board Meeting – Open Session

1. Call to Order
   1. The meeting began at 7:06 p.m. by Jose Diaz.
2. Roll Call
   1. All are present.
3. Purpose
   1. Intended to be a planning workshop, where we openly talk through and figure out how we want to plan for the projects in the upcoming years at Providence Hills.
   2. Our financial situtation is a first in our history; we were previously gifted $250,000 from John Wieland homes – and have been working off of that.
   3. Our goal is to continue operations with the necessary maintenance and desired projects – while keeping reserves at a minimum of $50,000.
   4. For our planning, any non-operational effort that may be $5,000 or more will be considered in scope for the project list; non-operational efforts that are likely less cost than this will be planned in the annual budgets.
4. Next Steps
   1. The board would like the project list to be based on community vote. The board will vote on the “top 10” items at the May 20 board meeting; following, a ranking survey will be sent out to the homeowners with these items and an opportunity to write in.
   2. The results will be compiled and added to our website with the existing planning documentation and will be shared with homeowners.
   3. The board will begin to plan the 3–5-year community plan with the quotes received in 2022 for an initial dollar amount, as applicable.
   4. While the 2025 budget will not be voted on until the November 2024 board meeting, we are anticipating a 5% dues increase will be set to allow us to be in a break-even position operationally.
5. Adjournment
   1. Motion to adjourn the meeting made by Mujeeb Shah-Khan.  
      Seconded by Taryn Burns.  
      Vote unanimous.
   2. The meeting ended at 8:08 p.m.