

**MINUTES OF THE
PROVINCE CENTER HOMEOWNER ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 20, 2023**

MEETING CALLED TO ORDER

The Board of Directors for the Province Center Homeowners Association, Inc., met on April 20, 2023 via Zoom teleconferencing. Present were: Scott Schneider, Tim Zimmer, Dan Judish and Debbie Dettmer. Also present were Andrea St. Peter and one member of the public along with Alisia Kear and Mark Eames, PCAM with PCMS. Director Dettmer, President, called the meeting to order at 5:03 p.m. and noted that there was a quorum.

DISCLOSURE STATEMENT FILINGS

Director Dettmer asked if any Director had any potential conflict of interest. All Directors stated No.

HOMEOWNER PUBLIC FORUM

Homeowner Public Forum: No homeowner requests were made to address the Board under the public forum.

OFFICER REPORTS

RECORD OF PROCEEDINGS

The next item of business was the review the January 17, 2023 record of proceedings. Motion was made and seconded and with no public comment, unanimously passed to approve the January 17, 2023 record of proceedings as presented.

FINANCIAL REVIEW

The unaudited financial and delinquency reports through March 31, 2023 were presented and reviewed by Mark Eames. Upon a final review, a motion was made and seconded and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through March 31, 2023.

LEGAL REPORTS

The Board of Directors reviewed the legal updates as provided by management in their quarterly informational packet.

COMMITTEE REPORTS

Architectural Review Committee (ARC): The Board was provided with the ARC review log from February 8, 2023 to April 10, 2023, in their informational packet

The Board went on to discuss the proposed ARC Charter as provided in their information packet. After final review, a motion was made, second and without public comment unanimously passed to approve the ARC Charter as written and presented.

The next item of business was the review of the updated draft of the Community Wide Standards as presented by the ARC. After final review, a motion was made, seconded and without public comment unanimously passed to approve the revised Community Wide Standards as presented.

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The Board expressed their sincere appreciate to Andrea St. Peter, ARC current Chairperson, for all her time and effort on coordinating the revision to the new standards.

Social Events: Director Dettmer expressed her appreciation to Mari Lynott, Events Coordinator with PCMS for all her efforts in putting on the Easter Egg event this year. It was noted that the next event will be the Family Community Picnic, to be held this summer.

MANAGEMENT REPORT

Mark Eames reviewed the written management report as provided to the Board of Directors in their informational Board packet and was provided direction by the Board on those matters.

Mr. Eames went on to note that the annual fence stain touch-up letter was sent out to those members impacted by the staining, with the commencement of the work to be the first or second week in May. Director Schneider requested that the entry rail fence next to the sign off of Goldcrest be looked at, as there appears to be a great deal of peeling, that may need power washing or at a minimum scraping before the stain is applied.

MANAGEMENT REPORT CONTINUED

Mr. Eames reviewed the letter from the owner on Pochard Street who requested a hardship extension to complete their exterior full house paint. After a brief review, motion was made, seconded and unanimously passed to approve the extension, as requested to May 1, 2024.

Mr. Eames reviewed two photos presented in the Board's information packet regarding a home on Pochard that has multiple yard ornaments, tree lighting etc., and requested direction from the Board. Upon review, the Board provided direction on proceeding to address the concerns.

ADJOURNMENT

Motion was made, seconded and unanimously passed to adjourn at 5:53 p.m. The next regularly scheduled meeting of the Board was tentatively set for July 20, 2023 at 5:00 p.m. to be held via Zoom teleconferencing.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 20th day of July, 2023.

PROVINCE CENTER BOARD OF DIRECTORS

By: Mark L. Eames
Secretary/Authorized Agent