

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

MEETING CALLED TO ORDER

The Board of Directors for the Province Center Homeowners Association, Inc., met on July 20, 2023 via Zoom teleconferencing. Present were: Scott Schneider, Tim Zimmer, Chris Howard, Dan Judish and Debbie Dettmer. Also present were Andrea St. Peter, Chair of the ARC, four members of the public, Kevin Cox with Cox Professional Landscape Services and Alisia Kear and Mark Eames, PCAM with PCMS. Director Dettmer, President, called the meeting to order at 5:02 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: Phillip Geisler requested assistance/clarification on a recent alleged violation letter he received. Mark Eames stated that he would stop by and look at the alleged citation and respond back to Mr. Geisler. Mitch and Micelle Westall were in attendance to discuss concerns they have regarding a neighbors exterior lighting, wing, fence, no front yard tree and additional ties installed to the already existing tie wall. The Board thanked the Westall's for attending the meeting and noted that the management company would respond back to their concerns, upon final review and direction from the Board.

OFFICER REPORTS

RECORD OF PROCEEDINGS

The next item of business was the review the April 20, 2023 record of proceedings. Motion was made and seconded and with no public comment, unanimously passed to approve the April, 20, 2023 record of proceedings as presented.

FINANCIAL REVIEW

The unaudited financial and delinquency reports through June 30, 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 June 30, 2023.

LEGAL REPORTS

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

The Board went on to review and discuss the resolution prepared by legal counsel regarding Xeriscaping. After a lengthy discussion, a motion was made and seconded and with no public comment, unanimously passed to approve the resolution without committing to a final decision on the three xeric plans required in the resolution. The Board agreed to meet separately at a work session to further review the sample xeric plans to be approved to combine with the resolution.

COMMITTEE REPORTS

Architectural Review Committee (ARC): The Board was provided with the ARC review log from April 10 to June 27, 2023, in their informational packet.

Andrea St. Peter, Chair of the ARC, provided the Board with an update on the current tasks of the ARC and addressed a couple questions that have come up from members of the Committee regarding the recently revised Community Wide Standards.

Social Events: Director Dettmer noted that she and Director Zimmer has met with Marcy Ongert, a homeowner that is interested in being a part of the social events, activities, communication for the neighborhood. Upon final review, a motion was made, seconded and with no public comment, unanimously passed to create a Social Committee, work on establishing a Charter for the Committee and appoint Marcy Ongert as the Chair of the Committee.

COMMITTEE REPORTS CONTINUED

Social Events: The Board went on to discuss the upcoming end of summer community social event. After final review, it was agreed to hold the event on September 10th at Kline Park. Mr. Eames was provided with a couple requests/suggestions from the Board to follow up on regarding the event.

OUTSIDE PROFESSIONAL REPORTS

Kevin Cox provided the Board with several updates on the overall landscape operation that has been addressed by his firm this season. The Board address a few question/concerns to Mr. Cox related to overall operations. Kevin thanked the Board for their input and stated he would follow up with his staff on the Board inquires.

**PROVINCE CENTER HOEMOENWRES ASSOCISATION
BOARD OF DIRECTORS MEETING
JULY 20, 2023
PAGE 2**

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.

UNFINISHED BUSINESS

South Suburban Parks and Recreation: Director Dettmer noted that a meeting with Cullen O'Brien of South Suburban Park and Recreation has been set up for July 31, 2023. The Board discussed how best to utilize the time at the meeting with Mr. O'Brien. Director Dettmer stated that she would put together a working document, and send it to the Board for their thoughts in preparation for the meeting.

NEW BUSINESS

2024 Preliminary Budget: Director Dettmer noted that PCMS had put together a first draft 2024 budget for the Boards review. Upon a final review, a motion was made and seconded and with no public comment, unanimously passed to approved the proposed 2024 budget as presented, and present it to the membership for ratification.

The Board went on to discuss the concerns expressed by the Westall household during the homeowner public forum session, earlier in the meeting. After a lengthy discussion management was provided direction by the Board to respond to the Westall household.

ADJOURNMENT

Motion was made, seconded, and unanimously passed to adjourn at 7:19 p.m. The next regularly scheduled meeting of the Board was tentatively set for October 19, 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 19th day of October, 2023.

PROVINCE CENTER BOARD OF DIRECTORS

By Mark L. Eames
Secretary/Authorized Agent