

PASADENA HILLS OWNERS ASSOCIATION, INC. (PHOA)

October 20, 2023 - 7:00 p.m.

6714 Pasadena Drive

Official Board Minutes

Present:

Selena Holman, Interim President

Dennis Peloso, Treasurer

Katie Grissom, Secretary

Kyle Herman, Director at Large

· The Interim Vice President, Selena Holman, called the meeting to order at 7:05 p.m.

**Agenda Items:**

**1. Insurance Policy**

Recently, it has been brought the board's attention the possible need for insurance coverage for the board members. Director at Large Kyle Herman has worked diligently contacting local insurance companies to receive quotes on a variety of coverages. The board discussed options and which type of policy would be best, both in protection and fiscal responsibility. The latest quote Kyle had received was a D&O policy, covering up to \$1,000,000. The board collectively felt this amount of coverage was too high, and because a \$500,000 policy is available, this may be a better option.

Action: Kyle will contact the insurance company and request a quote for the \$500,000 D&O policy. Once he receives it, he will send it to the board members for a careful review before a vote is taken.

**2. Upcoming Neighborhood Picnic**

The board had a lengthy discussion about the upcoming annual neighborhood picnic, scheduled for Saturday, October 28 at 11:00a.m. Interim President Selena Holman has agreed to host the picnic at her house (6714 Pasadena Drive). Secretary Katie Grissom added the information about the picnic on the PHOA website on Wednesday, October 11, and Kyle Herman placed many signs along Pasadena Drive to advertise the event.

Action:

- Treasurer Dennis Peloso, with Selena's assistance (if needed), will purchase pizzas, lemonade/water, chips, paper plates, and napkins.
- Katie will send an email reminder to all email addresses on the neighborhood contact about the picnic.
- Dennis will disseminate a handout to all residents over the weekend of October 21-22 to advertise the picnic to encourage participation.

- Kyle will purchase a sign rider to attach to the existing sign at the front of the neighborhood to add the date and time of the picnic.
- Katie and Selena will provide folding tables for the picnic, Selena will also set up a canopy.

### 3. **Board Vacancies**

There was a discussion about the need to fill current and upcoming vacancies on the board, including President, Vice President, and Secretary. The board discussed talking about this at the picnic, as well as sending a letter to all residents after the picnic seeking nominations to fill these vacancies. Residents will be given an amount of time (to be determined by the board) to notify the board of their interest in serving, and if needed, an election will be scheduled.

The meeting was adjourned at 8:00 p.m.

Recording Secretary, Katie Grissom