

PRAIRIE WOODS

HOA Meeting Minutes

Meeting: __February 14, 2015__

Next Meeting Date: _ March 18, 2015__

ATTENDEES: MEG, LISA, NEIL, BRIAN, SCOTT

ACTION ITEMS:

Date	Who	Action Item	Status
1/7	Scott	Clean up the documents	
1/7	Scott	Work with lawyer on filing amendments with the county	
1/7	Lisa	Reserve Village Hall for March 11 Meeting	InProgress
11/12	Neil	Send letters to bungee mailbox owners; Waiting for better weather	pending
6/4	Lisa	Document procedures for onboarding new board members	pending
7/	Meg	"Treasurer at" for banking profile	pending
8/27	Neil	Investigate professional burn services	pending
8/27	Neil	Contact willy about reinforcing emergency road gates	pending
2/14	Brian	Backup files on 1and1 cloud storage	Feb
6/4	Brian	Signage for subdivision entrances: Slow, Children playing; No Outlet; Village put us on the list, signs are free	pending
1/7	Brian	Confirm responsibility for parkway trees	Feb
2/14	Neil	Investigate aerators	Mar

SECRETARY: COMMUNICATION UPDATES

- Review Minutes / action items from last meeting
 - o Passwords updated
 - o Website redesigned
 - o Called village on signs, they are waiting until winter is over
 - o Need to backup files on 1and1 cloud storage

TREASURER: FINANCIAL UPDATES

- Receivables
 - o Laraki - Closed 10/31
 - o K Hov (Lots 11,21, 23, 24 and 59) – Meg followed up
 - o Discussion of past due payments

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Payables – we owe the lawyer for work done to collect receivables; Meg will wait until we collect outstanding dues before sending them the invoices for the lawyer.

- 1099s - from Bank
- W9 - for Builders

SPECIAL PROJECTS

- Burn – very expensive – approximately \$7K; alternative is LeRoy mowing at around \$2K.; need to learn more about process and what can be done to reduce the price; decision at next meeting. Other options are: burn one each year in rotation; have LeRoy cut and spend on aerators instead
- Dowell Damaged Tree: Neil has not received response from Willie re: trees
- Island lake replacing Ash trees:
- Emergency Access Road: reinforce the posts, Neil to talk with Willy (No response from village)
- Mailbox
 - o What supplies do we need to purchase? Posts / Arms?
 - o Do we need Post Master permission to relocate mailbox for Lot 2
 - o Too cold and snowy to follow up, waiting on warmer weather

VICE PRESIDENT:

- Resident Communications
 - o Aguilar Deck Approval
- Filing Rules and Regs with County

PRESIDENT / NEW BUSINESS

- Election Readiness – meeting March 18
 - o Communication plan – need to send out notice in advance, include absentee ballots and nomination form; put those on website too
 - o Add information on website about nomination form; must be signed, have to print off and send in or give to board members
 - o Reserve location – Location reserved, senior center at village hall
 - o Format / Agenda
 - Burn, aerator discussion
 - Basic update on finances
 - Plug the website
- Review of Declarations / Covenants Changes
- 2015 Goals
 - o Front Landscaping / Planting