

# Prairie Woods HOA

# Meeting Agenda

Date: January 14, 2025

Next Meeting: January 14, 2025 - Location TBD

Open Meeting: 6:35 PM

Please silence all phones

Motion to approve Meeting Minutes from November 12, 2024

-Scott made the motion to approve

-Jason 2nd

-All where in favor

President's Report

1. 2025 Elections

- a. Two positions up for election
- b. Proposed election date of Tuesday, April 8, 2025
- c. Self-nomination forms will be sent to any member who requests one from any board member
- d. Proposed deadline of Saturday, March 8, 2025, for submission of self-nomination form to any board member.
  - i. Delivery methods accepted: In-person, USPS mail, Email to board email addresses.
- e. Proposed that ballots go out on April 1, 2025
- f. Residents may vote in-person, by absentee ballot, or allow another resident to vote by proxy
- g. Special election mailing sent out no later than March 15th

2. Short Term Rental Proposal

- a. Proposed amendment to Rule 13 should be included on the HOA Board election ballot.
- b. All submitted ballots that include a vote on the amendment would be counted regardless of whether any votes were or were not cast for any board candidates.

3. Mail Chimp Email Marketing Service

- a. Up and running now
- b. No cost to HOA
- c. Projected that residents will receive one or two emails a month
  - i. Subject to change if an urgent issue should arise
  - ii. Residents always have the ability to opt out

Motion to accept: Jason, Sam 2nd, All were in favor

#### Vice-President's Report

1. Resident Communications
2. Pond treatment
  - a. Making a motion to have 2-4 treatments for \$3000 for the year  
Jason made a motion to accept, Jen 2nd, and all were in favor
3. Possibly interested in looking to adding fish to the pond to help

Motion to accept: Scott, Jason 2nd, all were in favor

#### Treasurer's Report

1. Digital Transformation Update
  - a. Quickbooks Online has been implemented at the start of this quarter.
  - b. Electronic Billing: even though we have gone digital, information went out in the January newsletter regarding the switch
    - i. Residents will have the option to go paperless
  - c. Electronic Payment
    - i. Residents can make electronic payment even if they receive the paper statement
    - ii. Surcharges will apply if using certain type of payment methods
2. 2025 Budget for Approval
  - a. We went a little over in lawn care, and mulch
  - b. Everything else under budget
  - c. Moving the budget work to Quickbooks for the start of Quarter 2.

Motion to accept the budget: Jason makes the motion, Sam 2nd: all in favor to accept the FY25 budget

#### Secretary's Report

1. Still waiting on more residents contact info.

Motion to accept: Rich made the motion, Sam 2nd, all were in favor to accept

#### Special Projects' Report

1. Cleaned up and repaired the split rail fence in the front of the subdivision
2. Countryside has one more year left on their contract, will be looking at getting possible new bids.

Motion to accept: Sam made the motion, Rich 2nd, all were in favor to accept.

#### Residents' Comments:

-2 residents in attendance

-No comments, questions or concerns

Next meeting: March 11th @ 6:30pm via Google Meets (unless a residents offers to host)

Executive Session (if necessary)

Adjournment:

Motion to adjourn made by Jason, Sam 2nd.

Meeting was adjourned at 7:23pm