

The Courtyards at Prairie Fields
HOA Board Meeting
February 16, 2018

Present: David, Gordon, Kate, June, Amy and Brian

Gordon Replacement:

Gordon is planning on moving and we will need to replace his spot on the board. Should we approach a former board member to join as President? The main consensus was to approach Jinju about taking over Gordon's position when he moves.

Gordon has been replacing lightbulbs and twice a year turning on and off the heating in the rooms in late October/April. June volunteered to do this.

Light fixtures:

- Gordon is going to let us know about the one light fixture that the socket was removed by the electrician who was supposed to come and fix it
- June is going to do the walk through and see what lights need to be replaced

Snow Removal:

- Were under contract but will need to find someone else because next year they won't do it unless we have a lawn contract with them
- 80/hr for snow removal
- 70/hr for sidewalk
- 140 for salt

Lawn Care:

- We may need to get lawn bids for this year – Dave is going to check on the bid

Street Signs:

- With the apartments being put in on the west side, there was discussion about adding signs that we can mount on the building that would identify the street/building number.

Parking:

Atlantic Services – striping – will stripe the courtyard parking spots when it gets warmer.

Trash Pickup:

- June met with trash pickup people to find out pricing. Some units were being overcharged and they couldn't tell us why. June fixed the price so that she now every unit is \$21.50. June is going to ask for a credit.

Trash Cans:

- James is the trash person and they said they would paint numbers on the cans. Once numbers are painted in the cans, we will notify/log owners who leave their cans out.
- June/Kate will take Essex/Portsmouth
- Brian will take Yorkminster/Abbey

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- **Monthly Ledger:**
- Owners would like to be more transparent about the breakdown of fees
- Budget is on the website

Association responsibilities:

- Cover from the stud out
- If it is single use, then the owner is responsible for (Dave said this)
- The board decided that we would compile a list of maintenance repairs outside the unit and will then vote on whether or not the cost would be covered by the association or owner.

Delinquent Unit:

Can Amy check to see how long we have before legal action needs to take place

Landscaping Spring:

- It is time to do a spruce up
- Trimming, replace mounds, flowerbeds,
- Mike/Scott Evans is going to price it and talk to Brian

Property Line:

- Amy is going to contact the builder of the new unit that is being built to check whether or not the new unit is encroaching on June's property line
- The grading plan is going to cause a some issues with runoff

Next Meeting: April 7, 2018

Location: Regent Ballroom

Time: 1:00 PM