

**Prairie East Fifth Association
Board Meeting Minutes
October 18, 2012**

The meeting was called to order at 6:05 pm by President, Cory Miller

Board Members Present:

Cory Miller, John Culviner and Carol Wach. Also present Lori Waltzer, Property Manager

Secretary's Report: Motion to accept June minutes by John Culviner and second by Carol Wach. Motion passed.

Treasurer's Report: Two homeowners are more than 30 days delinquent. Motion to accept treasurer's report by Carol Wach, second by John Culviner. Motion passed.

Management Report:

- **Roof Replacement Project** – Roof project was completed in September and no report was received from Ambe. Lori called to find out when the report would be completed and was told one week. No other communication has been received from Ambe during the project.
- **2012 Audit/Review** – Carol motioned to have Robert Murphey complete an audit of Prairie East's books for 2012 at a cost of \$1300. John Culviner seconded the motion.
- **2013 Budget** – Discussed the projects coming up for 2013 and need to get quotes for the budget on sealing the concrete steps, patios, chimneys, brick face on buildings. Also, the heat vent pipe caps need to be replaced.
- **Newsletter** – Fall newsletter will be completed and sent out. Make sure homeowners know to shut off the water to the outside faucet.
- **10337 Balsam** – Still not done with their deck. Progress has been slow. Lori is to call the city of Eden Prairie and tell them that we are concerned with a safety issue – access to deck with no railings.

Citations to be issued:

- **None**

Meeting adjourned at 7:10 pm. Motion to adjourn by Carol Wach and second by John Culviner.
Submitted by Lori Waltzer

Next meeting, Thursday, November 15, 2012. 6:00 pm at the Eden Prairie Library, Small Conference Room.