

**Prairie East Fifth Association
Board Meeting Minutes
November 19, 2020**

The meeting was called to order at 5:50 pm by President, Cory Miller

Board Members Present:

Cory Miller, Dorothy Fuss, Vita Peterson, and Denis Petrenko. Also present Lori Waltzer, Property Manager

Secretary's Report: Vita Peterson moved to accept the October 15th secretary's report as presented. Dorothy Fuss seconded and the motion carried.

Treasurer's Report: The October treasurer's report was presented and questions answered. Vita Peterson moved to accept the treasurer's report and Denis Petrenko seconded. Motion carried.

Management Report

Open Board Position: One board position is open and needs to be filled. Denis questioned if the position could remain open. The board may appoint someone to fill the position until that person's term is up. Cory Miller suggested having Amy Dresch fill the open board position because of her past years on the board and the experience she would bring. The five board positions are elected in three differing years in order to provide continuity. Lori will send Vita Peterson and Denis Petrenko the nomination form that Amy Dresch completed for the last election.

Homeowner request to waive late fees: Prior to the start of the meeting, one homeowner requested that the board waive the late fees charged to the account. There are 6 months of late fees for a total of \$150.00. Vita Peterson moved to forgive \$75.00 in late fees provided the homeowner has no late payments in the next six months. The late fees will be credited on June 1, 2021 if the homeowner is current at that time. Denis Petrenko seconded and the motion carried.

Special Meeting information and Spending Trends: Cory Miller provided special meeting information when the board tried to pass a special assessment for the roofs in 2012. He provided statistics on spending trends for the past seven years and dues increases to educate the newest board members. The board cannot raise the annual assessment more than 5% without a vote of the homeowners.

2021 Budget: The board looked at anticipated expenditures and made cuts necessary to stay within the anticipated income for 2021. Some questions to check when discussing No Stress Gardening work is: Large shrub removal might need to be cut (line 27 on NSG proposal). Since those shrubs were not cut down in anticipation of removing them in the spring, will NSG cut those down as part of the fall cut down? Can the C20 soil builder be cut back or eliminated? Turf overseeding is another area where the board might need to cut expenses. Vita Peterson moved to accept the 2021 budget as discussed with a 5% Homeowner assessment increase. Denis Petrenko seconded and the motion carried.

Leaking Gutters: Vita Peterson wanted to know why the leaking gutter situation was not repaired. Lori Waltzer had someone out to check on the gutters. They are not leaking through the gutters as was expected. The gutters are sealed properly. More investigation needs to be completed by the maintenance vendor and a solution is still in process.

Dorothy Fuss moved to adjourn and Denis Petrenko seconded. Meeting adjourned at 7:00 pm.

Submitted by Lori Waltzer
Approved

Next meeting, Thursday, December 17 at 5:30 pm, via Zoom.