

MINUTES FOR
PRAIRIE FIELDS HOMES ASSOCIATION EXECUTIVE BOARD MEETING
MARCH 29, 2017

The meeting was called to order by Jack Lewis, President at 6:28 p.m. In attendance were:

Jack Lewis, President; Kevin Letourneau, V.P.; Jim Bicknell, Secretary; Craig Miller, Treasurer; Ken Vaughan, Director and Bill Copher, Director. Missing was Tyler Agniel due to illness.

The minutes from the annual meeting in 2016 were read by Secretary Bicknell and approved upon motion by Kevin Letourneau and unanimous vote.

1. The subject of the notice and collection practices for past due accounts was discussed. It was decided that the association through our management company would move to a program where a letter of warning would be issued to all delinquent accounts. This letter would indicate the possibility of a lien being placed on the property in question followed by assignment of the account to a professional collection company. There would be a second notice sent after a 60 day period that would be more direct about the collection activity to be put in to place. This program would be reviewed and adjusted during it's first period of use. A motion to approve was made by Bill Copher, seconded by Ken Vaughan and unanimously approved by vote.
2. An update of Cul-de-sac island work and plans was presented by Jack Lewis. Planned work on the pergola and urn replacement on Tomahawk and Maple, 78th Terrace and Nall, 76th Place and Colonial. These projects ranged from removal of overgrown cedars, planting of boxwoods, mulching, and coordination with public works for their assistance. Jack Lewis will continue to monitor and organize the improvement activities.
3. It was reported that the maintenance contract with G S Grooming has not been renewed. Public works has indicated they will handle much of those duties. Jack Lewis will monitor for actual work being done.
4. Craig Miller gave a report about the use of the website and the facebook link. He is working on some ideas to enhance the use of both.
5. The annual garage sale date was set as May 5 through the 7th. Signs will be placed at entrances to the area for exposure and advertisement.
6. *Craig Miller* gave a general treasurer's report and will provide a specific report at our next meeting.

After general discussion of various matters of some importance to our residents the meeting was completed. A motion for adjournment was made by Ken Vaughn and seconded in mass by all present. The meeting thereupon adjourned.

Written this 31st day of March, 2017. James M. Bicknell, Secretary

