

Prairie Field Courtyard Condos Quarterly Meeting Minutes

9/6/2025

Board Members

Vacant – President

Dale Hanson – Vice President (present)

Phoebe Mbuvi – Secretary (present)

Teresa Morgan – member (present)

Teresa Wang - member (present)

1. The Q2 condo board meeting minutes were reviewed and approved.
2. It was discussed that we would like to continue to have only five members present on the board. An odd number helps to break any ties that we might have when it comes to a vote. Currently there are six people who would like to be on the board: Dale Hanson, Teresa Morgan, Teresa Wang, Phoebe Mbuvi, Yetta Weiland, Carl Gibson
3. The entire current board is up for re-election, including two vacancies that include the president and a regular board member. The following occurred:
 - a. President - Dale Hanson was motioned to be nominated as president. He accepted. He received 8/8 votes. Dale Hanson is the new condo board president
 - b. Vice President - Teresa Wang was motioned to be nominated as vice president. She accepted. She received 8/8 votes. Teresa Wang is the new condo board vice president
 - c. Secretary - Phoebe Mbuvi was motioned to maintain her current role as secretary. She accepted. She received 8/8 votes. Phoebe Mbuvi remains as the condo board secretary
 - d. Board members - Yetta Weiland, Teresa Morgan, and Carl Gibson were all motioned to be 4th and 5th board members. Yetta Weiland received 6/8 votes, Teresa Morgan received 4/8 votes, and Carl Gibson received 7/8 votes. Yetta Weiland and Carl Gibson were voted in as 4th and 5th board members.
4. Carriage Light update
 - a. All of the carriage lights have been replaced except for one light remaining.
5. Amy will send out an email reminder to all owners - who are responsible for letting tenants know:

- a. Apartment people cannot park in condo common parking and vice versa
 - b. Condo people cannot use apartment dog park and vice versa
 - c. Condo people cannot throw their trash in the apartment dumpsters
 - d. Condo people are not allowed to use the apartment gym
6. Contracts
- a. Snow Removal – currently have a possible BID, we are having difficulty getting BIDs, we have a difficult parking lot to shovel.
7. Discussed the projects that have been completed by the HOA since Q2.
8. Discussed current projects and projects for the remainder of 2025
- a. Currently looking into 103 Portsmouth, there is a concern for a leaking gutter leaking into the bathroom of Unit #5
 - b. 103 Portsmouth where one of the satellite dishes were removed, realized that there was a broken sump pump - alerted the owner who lives in Florida. 103 Portsmouth, Unit 10.
 - c. Leaking basement for June-)106 Essex Ln Unit 6 still looking into the cause, belief that the leaking is from the foundation - however not entirely sure - the trenches helped some of the leaking in the basement, not all of it, following up with plumbers
 - d. Unsightly boxes with wires - a maintenance man will be out this week to specifically look at 103 Portsmouth Unit #5, plan that if he is able to help, can do the remainder of the boxes for the condo association
 - i. Discussed that owners and sellers have a conversation around cleaning up wiring
9. Discussed Projects for 2026
- a. Green algae/mold on the side of 103 Portsmouth - may get someone to come powerwash all the condo buildings
 - b. **Concrete work - priority 2026, installing speed bumps**
 - c. Revamp some landscaping
10. Condo Board will hold a special meeting to discuss the current budget, current finances, and projected priority projects for the condo, may need to increase HOA fees or do a one time special assessment
11. Condo board is considering hiring a property manager, buildings over 20 years old and having a hard time finding people to come out and fix different things around the property.

Close of the meeting 11:28 am

Next meeting - Q4 Dec 6th, 2025