

**West Fork Village Executive Board Meeting
November 17, 2011
Agenda / Minutes**

1. Adam called the meeting to order at 7:51 p.m.

Board Members present:

Adam Lawrence - President - Unit 605
Rosann Holman - Vice President - Unit 711
Anita McAllister - Treasurer - Unit 610
Herb Davidson - Secretary - Unit 1502
Dean Bodwell - Voting Member - Unit 1403

Others present:

Travis Ryan - W.F.V. Manager - Unit 1602

2. **Unfinished Business**

- A. **Minutes of October 13, 2011 Executive Board Meeting**

Rosann moved that the minutes of the October 13th Board Meeting be accepted as submitted. Dean seconded the motion, with everyone voting in favor.

3. **New Business**

- A. **Injunction for Unit 302 tenant**

Travis reported on his communications with our attorney Chrys Hinze. Chrys suggested Travis also visit with a fellow attorney David McCall on this subject, which Travis did. David suggested that Travis continue to document problems as they occur, until the tenant could justifiably be classified a nuisance.

The Board conferred and decided that the Owner of Unit 302 should be fined for the infractions committed by the tenant.

- B. **Letters to Building 3 Owners**

Travis reported that letters informing the Owners of Building 3 as to the actions the Board has taken to address the problem with the tenant of Unit 302, will go out tomorrow.

- C. **Resolutions 1 thru 9**

Herb presented Resolutions that had been drawn up to formalize actions taken by past Boards, and the present Board. Herb read the Resolutions in numerical order, answering any questions that were raised. Following is a list of the Resolutions as presented.

Resolution No. 1 - titled: RESOLUTIONS - subject: Establish Resolutions

**Resolution No. 2 - titled: REAFFIRMATION OF PAST BOARDS ACTIONS -
subject: Past Boards Actions**

**Resolution No. 3 - titled: CLUBHOUSE PARKING - subject: Parking Space
Assignment**

**Resolution No. 4 - titled: WFVOA OWNED GARAGES - subject: Garage Rental /
Lease Rate**

Resolution No. 5 - titled: DOGS - subject: Dogs

Resolution No. 6 - titled: CLUBHOUSE USE - subject: Parties

Resolution No. 7 - titled: DOGS - subject: Restrictions

Resolution No. 8 - titled: FINES And FEES - subject: Establish Fines and Fees

The Board discussed each Resolution on its merit. Adam made a motion to accept Resolutions 1 thru 6 and Resolution 8 as presented, with modifications to be made to Resolution 7 prior to its being accepted. Rosann seconded the motion, and all voted in favor.

D. Work Order Form

Travis addressed his new Work Order form, explaining that he needs a method of addressing the work requested by the residents. The Work Order will be filled out by the person requesting the work, and signed by that person. The work will then be prioritized. No action was needed by the Board, and none was taken.

E. Letter To Owners

Dean passed out copies of the letter he proposes be sent to all Owners. The letter was discussed by the Board, and it was decided that it would accompany the Newsletter that Rosann is composing. In summary, the letter brings to the attention of Owners, items that we are having problems with, and how our existing Bylaws, Declarations, etc. address these topics. It informs all Owners that these rules are being enforced.

F. Clubhouse Use and Access

Access and use of the Clubhouse, which is an ongoing issue, was discussed in more detail by the Board. Although Renters are not denied access to the Clubhouse, guests of Renters were discussed. After much discussion, Adam made a motion that guests of Renters will no longer be allowed access to the Clubhouse. Anita seconded the motion and everyone voted in favor.

Time of day and hours were discussed, relative to Clubhouse use by Renters. It was decided by the Board that Renters would have access only during those hours when Office personnel are available to supervise the use of the facilities.

G. Security Camera Revisited

Anita and Adam informed the Board of options, as relates to security camera's. Anita told the Board what the cost would be per camera, for monitoring, etc. Cost for the camera(s), etc. were acquired from Front Point Security. As a result of Board discussion and questions, Anita will bring more cost data to the next meeting.

H. Front Door Fingerprint Access Update

A bid was submitted by First Class Security Systems LLC to update the Association's door security system. Herb told the Board that he had requested the proposal based on a comment made by this Company's Technician. Herb said a different Technician from this same Company, on a later service call, stated that he sees nothing wrong with the system as is. The Board agreed that we don't need to upgrade the system at this time.

Travis informed the Board that he has had to give a backdoor key to certain individuals, because their fingerprint was unreliable when they attempted to gain entry to the Clubhouse.

I. Railing Dilemma

Travis informed the Board that the paint on the patio and deck railings is not holding up. He stated that before next summer arrives he will have a recommendation for us, as to what we might do to fix the problem on a more permanent basis.

J. Future Business

Adam proposed that we address old and new Budget items at our January, 2012 meeting.

K. Other Business

Travis reported on the WFVOA garage revenue. One garage has been turned back to the Association, but overall, the revenue outlook is great.

4. Adjournment

Adam adjourned the meeting at 9:55 p.m.

**Upcoming Meeting:
December 13,2011**



A collection of five handwritten signatures in black ink, arranged vertically. The signatures are stylized and cursive. The top signature is the largest and most prominent. Below it are four smaller signatures, each appearing to be a different individual's name.