

**West Fork Village Meeting  
January 19, 2012  
Minutes**

1. Adam called the meeting to order at 6:30 p.m.

**Board Members present:**

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

**Others present:**

Travis Ryan - W.F.V. Manager - Unit 1602  
Mary Davidson - Unit 1502  
JoAn Nickel - Unit 804  
Zulema Ryan - Unit 1602  
David & Pat Robinson - Unit 701  
Dylan & Sarah Reed - Unit 1412  
Kathy Rasmussen - Unit 1201  
Jan Massey - Unit 1504 (came later)

**2. Unfinished Business**

**A. Bruce J. Lichtenberger - Annual Budget Report for 2011**

Bruce presented his Financial Information for January thru December 2011 to the Board for approval. Bruce explained his report, page by page, and asked for questions. None were forthcoming. Bruce presented the West Fork Village Owners Association, Inc.'s 2011 U.S. Income Tax Return, and thoroughly explained the entries on the Return. The Return showed that we owe \$260 tax.

Travis informed Bruce that the Association has two C.D.'s coming due in February, and asked Bruce what he would advise the Board to do with them. Bruce said he suggests that the Board allow them to roll over.

Bruce's reports were generally approved, with no formal action taken.

**3. New Business**

**B. Unpaid Charge Summary**

Travis presented the Board with a report of those Owners that are past due in paying their Association Dues. One particular Owner's account was addressed, for being consistently behind. Adam suggested that a letter be sent to that Owner, offering said Owner the opportunity to set up a systematic approach to reduce the delinquency. Travis said he would send such a letter. No formal action was taken by the Board.

**C. Website Update**

Zulema Ryan reported that she has been working on the Website, cleaning it up and arranging the data on it. Her goal was to make the data more accessible and faster to retrieve. All comments on her accomplishments were positive. No formal action was taken.

**D. Front Point Security Update**

Travis informed the Board of the installation of the new security system, and as to where the camera is located. Zulema demonstrated on her computer how the system is working. There was discussion of expanding the memory of the system to allow the retention of data that would otherwise fall off the backside, to allow room for new data to be recorded. The type of plan and the resulting cost was discussed. Zulema suggested that the Board open a new e-mail account that will absorb the video data that begins falling off. The new e-mail account would cost the Association an additional \$2.50 per month, with no memory space limit. Travis asked the Board if it wants to keep the new control panel that came with the new system, or use the existing control panel that we have for the old system. Adam suggested we visit with the security Company, and ask what the ramifications would be if we returned the new control panel. Lighting of the surveillance area was discussed, with a suggestion that we consider a motion sensor light. Video quality was discussed. We presently use the mid-quality, to conserve data storage space. Zulema suggested that we might need an additional camera, to capture more detail of activity in the area. Zulema is going to furnish the Board a data file, having the highest resolution, so the Board can better determine if what we have is sufficient. No formal action was taken on this item.

**3. Adjournment**

Adam adjourned the meeting at 7:10 p.m.

**Next Meeting will be March 15, 2012**

*Antonia McAllister* Treas.  
*Herb Sawidson*, Secy  
*Adam* Pres.  
*Dan Blunt* Voting Member