

**West Fork Village Executive Board Meeting
December 13, 2011
Agenda / Minutes**

1. Adam called the meeting to order at 6:31 p.m.

Board Members present:

Adam Lowrance - 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
Jacob and Josephina Duran - Unit 409

2. Unfinished Business

A. Josephina Duran, owner of Unit #409

Jacob and Josephina Duran were in attendance to discuss the notice of a Lien against their Unit #409 for back O.A. dues owed. The Durans' agreed to pay approximately two-thirds of the bill now. The balance will be paid in monthly payments by their son.

B. Joshua Maag, owner of Unit #302

Mr. Maag was not in attendance.

C. Minutes from November 17, 2011

Rosann moved to accept the minutes with corrections. Dean seconded the motion and all members voted in favor.

D. Unpaid Charges Summary

Travis reported on the past due accounts. The accounts were discussed by the Board, with no formal action taken. Adam requested that Travis annotate those accounts that are in collection on future reports.

E. Resolution # 7 revisited

After much discussion, the Board decided that a West Fork tag must also be worn on the collar. Rosann moved that **Resolution #7, titled: DOGS, subject: RESTRICTIONS** be approved with aforesaid addition. Herb seconded the motion and all members voted in favor.

Further discussion ensued on the subject of the West Fork tag. Adam said he would pursue our options on available tags. **It was decided** by the Board that beginning immediately, a Registration Fee of \$100.00 will be charged for any dog that is approved for admittance by the Board, with a refund of \$25.00 if the West Fork tag is returned when the dog no longer resides in West Fork. **It was further agreed** that the West Fork tags will be numbered. **It was further agreed** that existing dogs will be given a West Fork tag at no charge. **It was further agreed** that a question of supervision of the dog will be added to the Registration Application Form.

December 13, 2011 Minutes - Page 1 of 3

F. Front Point Security revisited

Anita presented a new quote from Front Point Security for a camera, equipment and monitoring. The cost for one camera and equipment, after a \$300 discount, would be \$152. A three year

monitoring contract would cost \$50 per month. Anita noted that adding additional equipment would not increase the monthly monitoring charge. After much discussion, Herb made a motion to purchase one camera with equipment, and sign a three year contract for monitoring services. Rosann seconded the motion, and all voted in favor.

3. New Business

A. Dogs coming in without Board approval

Travis wanted to know what he should do if a dog is brought into West Fork by a resident, to live, without prior approval of the Board. After much discussion, Herb made a motion to evict the dog. Dean seconded the motion. The motion died for lack of a majority vote in favor thereof. After further discussion it was decided that the Unit Owner should receive a certified letter requiring that the problem be rectified within ten days, either by meeting with the Board or removing the dog, or a fine of \$30 per day for each day the dog remained on the premises will be assessed the Unit Owner. Adam so moved and Rosann seconded the motion. All members voted in favor of the motion.

B. Extra work caused by Owners who have Tenants

Travis reported that problems with Renters are taking up a lot of his time. Travis asked the Board what, if anything, should be done about it. Adam moved that the Owner of the Unit be charged \$100 per labor hour, with a minimum of \$100 plus material, if Travis is asked by the Owner to fix a problem, or if Travis fixes the problem because the Owner hasn't. Rosann seconded the motion and all voted in favor. Travis was further directed to place anything he removes from a Unit exterior, at the front door of that Unit.

C. Parking Violations

Travis reported that he has dealt with approximately 40 parking violations since he took over as Manager. He has received a written complaint relative to a parking violation, and wants to know how the Board wants him to proceed. Dean explained the problems he had with parking violations, and that we only have 90 parking spaces (total) for 180 Units. **It was decided by the Board** that Travis should enforce the parking restrictions as addressed in the Covenants, and assess fines when necessary.

D. Three Almond colored screen doors

Dean gave the Board the history on Storm Doors, and how they have been dealt with in the past. Two storm door manufactures have been approved, Larson and Anderson. The colors are Sandstone or Sandtone. The door hardware can be either brushed nickel or brass. Rosann suggested that we find out if the nonconforming doors are in the majority or the minority before we decide on a choice of action. Adam asked Dean and Herb to do a survey of the doors so that we can make a decision at our next meeting.

E. Response to Board inquiries by Chrys Hinze

Herb suggested that this item be moved to the Boards next meeting, in that it is going to require quite some time to get through. Adam asked the Board which meeting it should be addressed in, the General Meeting or the Executive Board Meeting. Herb suggested that it be addressed in the Executive Board Meeting because it may only serve to confuse, if not bore the people attending the General Meeting. Everyone was in agreement.

December 13, 2011 - Minutes - Page 2 of 3

4. Other Business

A. "VILLAGE VOICE"

Rosann (Editor) presented the "nearly finished" version of the Community Newsletter that she has put together. She explained her methodology to the Board. Her submittal was well received by everyone. It was decided that as a method of distribution, to keep the cost down, that it will be

placed in the Mail Room where most everyone will see it. It was also decided that a card will accompany each Newsletter, to be filled out by the reader and returned, thus entering a drawing for a \$25 gift card. The object of the card being to acquire E-Mail addresses for future correspondence. Of course, filling out the card and entering the drawing is totally optional.

B. Owner of Unit #602

Travis reported that the Owner of Unit #602 has paid \$100 of the \$200 fine, and removed the offending dogs. Travis wants to know if the Board wishes to pursue the additional \$100 of the fine. The Owner also stated that he would fill out the Pet Registration Form, but as of yet has failed to do so. This was tabled for later action.

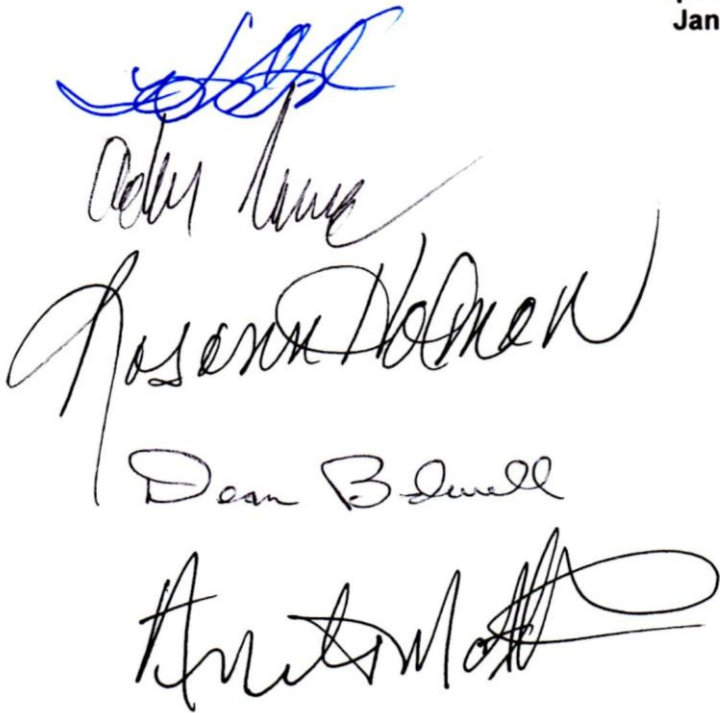
C. Matt Brucklacher

Mr. Brucklacher is a property manager, and manages a couple of our Units. One of his tenants was sent a warning letter for improper behavior. Mr. Brucklacher is requesting information pertaining to the improper behavior. Adam said a letter will be written to Mr. Brucklacher, setting out the particular articles of our Bylaws/Declarations that address the tenants indiscretion.

4. Adjournment

Adam adjourned the meeting at 10:16 p.m.

**Upcoming Meeting:
January 19, 2011**



Adam
Rosemary Holman
Dean B. Duell
Matt Brucklacher