

*West Fork Village
HOA Board Meeting Minutes
March 21, 2013*

Roll: Board Members Present: Dylan Reed—President
Bryan Lee—Treasurer
Cathy Bohannon—Secretary
Steve Hooton—Voting Member

Travis Ryan—On-Site Manager

Others Present: Dean & Judy Bodwell, Elizabeth Carlo, and Adam Porter

Financial Report for 2012—Bruce J. Lichtenberger, CPA: Tabled

An audit needs to be done after April 20—Travis will call around to find a second accountant to perform the audit.

Minutes for November 15, 2012:

There being no corrections to the November 15, 2012, they were approved as presented.

Open Discussion:

Betty Carlo: Came to find out what's going on. She is concerned about beautifying the east side of the complex.

Dylan: *We have discussed it, but have not come to a consensus. This is one of the issues to be brought to the annual meeting.*

Steve: *Should we consider buying the property on the east side, landscaping it and expanding our parking area?*

Dylan: *The Mountain View developer owns that property.*

Judy Bodwell: There is a large peace sign attached to the railing of Unit 311 that needs to be removed—it can be seen from Highway 34.

Cathy: *What happened with the lady (Cathy Bunting) who was not able to walk her dogs and had the baby gates put up around her patio?*

Judy: She has only one dog now and gave up.

Betty: There is a unit in building 3 who has some sort of cage or wire fencing around the patio for a dog.

Adam Porter: What is the status of the hot tubs? The jets aren't working on the two that "are" working. The third is totally out of commission.

Judy: There was a big promotion in Denver for hot tubs and they will even remove the old ones.

Adam: Do we have a timeframe?

Dylan: *We have it in the budget to replace the hot tubs on a rotational basis—that budget will need be approved at the July 18 annual meeting.*

Betty: Do we have money to replace dead trees?

Dylan: *Yes, if you have Eaton Grove Nursery plant the tree, they may guarantee them for a year. We need to plant trees native to the plains.*

Reports:

- A. Pool Rules—We will have them completed by Memorial Day. Forms are in the mailroom upon which comments may be submitted.
- B. Owner/Non-Owner Ratio—88/92
We are still waiting for word of the rules changing for financing purposes. Several have refinanced recently without a problem.
- C. CD's: Advantage Bank: **Travis:** *We had a problem with the transfer between boards. We need to obtain notarized and signed letters from Board members.*
Dylan: *Travis, pick one of the most competitive with regard to interest and see if a two year timeframe will result in a better rate.*
- D. On-Site Manager—New Contract
Dylan: *Travis has a new contract—it is going very well. A cell phone will be provided by the Association so if Travis is off site a board member can borrow the phone and handle the calls.*
- E. Unpaid Charge Summary--\$5,964.84
Dylan: *We need to check with our attorney on collection progress. Be firm regarding expectations. Fingerprint access—update every lessee every six months.*
That may be more work than it is worth.
- F. Spring Newsletter—4 per year:
Travis: *There is an interesting history of West Fork Village in this edition.*
- G. Accounts Payable Report & Completed or Pending Written and Non-written Complaints:
Included in Travis' new contract was a request for a couple of new reports.
 - 1. West Fork Village Owners Association, Inc. Expense by Vendor Summary.
The total by vendor for January 1-February 14, 2013 is \$19,049.19. Travis has not had time to complete the report through February and March yet.
 - 2. Solved or Pending Written and Non-Written Complaints 3/21/13
There are currently seven written and non-written complaints delineated in this report. All have been addressed to the degree they can be at the moment or totally resolved. At least one will be addressed at the May meeting.
Dylan: *We are going to sublet duties that Travis is not able to do outside. We may not hire an assistant manager, but this is tentative.*
Judy: *What is happening with watering for the summer?*
Travis: *We have had a variance in the past due to low water pressure. I believe that will continue but will check on it.*
Dylan: *If someone would like to see a written complaint, type it to minimize the possibility of identification so we do not start a neighbor to neighbor war. With regard to the request for a personal satellite dish and other attachments to the outside building (peace sign), compose a letter indicating all must be removed by a specific date or they will be removed for them.*

Old Business:

Budget—Tabled until Bruce Lichtenberger (our CPA) can be present.

New Business:

Resolutions:

Dylan: *None have been filed with the Weld County Clerk and Recorder which renders them all not legal. Let's catch up on those with which we'll be dealing most often (pets, etc.) and make them legal and ignore the others. Contact Cardinal Broadband regarding the old satellite dishes and have them removed immediately.*

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Upcoming Meeting: July 18, 2013—Annual Meeting

MEETING ADJOURNED: The regular portion of the meeting adjourned at 7:25 pm.

Personal Appointments followed with Dean and Judy Bodwell.

Respectfully submitted,

Cathy Bohannon