

West Fork Village Homeowners Association

May 28, 2020

Meeting Minutes

General Meeting

Owners in Attendance:

Travis Ryan, Onsite Manager
Mike Montoya, Vice President
Carrie Huenink, Treasurer
Dottie DeMark, Secretary
Nancy Hall, Voting Member

Owners (via Zoom):

Amalia Johnson #1102
Jan Massey #1504
Donna Mordine #1509
Lisa and Matthew Shewmon #703
Ken Eberly #509
Rodney and Julie Constance #107
Siri Willis #1112
Lance Lambert #1207
Anita McAllister #610

Meeting start time 6:13 pm

- 1) Roll was called.
- 2) Meeting Minutes. A **Motion** that the **April 23 General Meeting and April 27, 2020 Executive Session minutes be approved** was made by **Carrie**, and seconded by Nancy and the **motion passed**.
- 3) Open Discussion. None.
- 4) Old Business.
 - a) Moratorium on Floor Installs in Upper Middle Units. Travis presented the information in his notes on the agenda. A notice of the moratorium has already been sent to owners. A **motion to lift the moratorium on floor installs in upper middle units** was made by Dottie, and **seconded** by Carrie. The **motion passed**. Travis will email owners to advise that the moratorium has been lifted and recommend using a natural cork underlayment if they are planning to install wood floors. Several members of the public commented that the cork underlayment wouldn't help much and discussed a few other possibilities.
 - b) Ash Tree Replacement or Treatment. Discussion was had regarding the possibility of treating the ash trees instead of removing and replacing them. Travis advised that the City

came out and advised him that 5 of the trees cannot be treated and should be removed. A discussion followed comparing the cost and feasibility of treating trees (\$35,927 over 20 years to treat 28 trees) versus removing and replacing them (\$46,200 over 3 years to remove and replace 33 trees). The Board had already decided at a meeting last year to remove and replace all 44 trees at the rate of 11 per year, and 11 trees have already been removed and replaced this year. This issue was tabled until the August general meeting.

- c) Asphalt and Concrete Quotes. This issue was tabled until the June general meeting.

5. New Business

- a. Resignation of President Ray Patch. A **Motion to accept the resignation of Ray Patch and remove his signatory authorization on all bank accounts** was made by Nancy, **seconded** by Dottie, and the **motion passed**.
- b. New Board Members. There are 2 Board member vacancies to fill at the July Annual Meeting. Carrie suggested that we encourage owners to come to the June meeting and the annual meeting and consider running for one of the vacancies. Travis has some possible names and Anita advised that there are 2 past board members who are interested. Discussion was held regarding the possibility of holding the meetings outside in the future.
- c. Filling Executive Board Vacancy. It was agreed that Vice President Mike Montoya will fill the role of the President until the 2 new members are selected at the July annual meeting.
- d. Pool and Fitness Room Opening. Travis advised that the pool cover will be fixed on June 1st. Travis reviewed the information contained in the agenda regarding this matter. Board members have been getting pressure from owners to open. Carrie agreed to put together guidelines for the workout room including rules and cleaning directions, and the Board will communicate by email to get a plan done quickly. Travis will consult with attorney before putting any plans into place and invited Board members to participate in a conference call with the attorney in the next few days. Regarding the pool opening, Travis advised we have to abide by the decisions of Weld County. A pool committee was formed of Dottie, Nancy and Anita to come up with rules to apply when the pool and hot tubs are allowed to open. Travis advised that the pool committee should also look into the hot tub situation since the chlorine level can decrease quickly with use in a hot tub.
- e. Bookkeeping Services Billing. Anita has requested that her future bills not be paid with credits to her monthly assessment fees. The Board agreed to do that. Anita is still training Carrie and will probably be needed again when the filing of quarterly payroll reports are due and also at year end.

6. Reports

- a. The Board reviewed the Accounts Payable Report for April, 2020.
- b. The Board discussed the Profit and Loss vs. Budget and Balance from January 1 to current date. Miscellaneous income includes late fees and fees charged for documents provided when a unit or garage is sold. Carrie advised that 2 garages have sold that are not yet on the report. Snow removal is now over budget. When removing spring snow, Travis and Chris can do small jobs (2 to 3 inches) and remove the snow from north areas

that freeze and don't melt out. Owners will be advised of this change and requested to contact Travis if they need specific snow removal at their unit.

7. Executive Session. The Board went into Executive Session at 6:56 pm and any public members exited the virtual meeting. Minutes of this Executive Session are recorded separately from these minutes.

Following the Executive Session, a **motion for adjournment** was made by Dottie, **seconded** by Mike, and the motion **passed**. The meeting was adjourned at 7:28 pm.

Respectfully submitted,
Dottie DeMark
Secretary