

WEST FORK VILLAGE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

GENERAL MEETING MINUTES

September 23, 2021

Attendees:

Travis Ryan, Onsite Manager (via phone)

Matthew Shewmon, President

Michael Montoya, Vice-President

Carrie Huenink, Treasurer

Dottie DeMark, Secretary

Mike Gantz, Voting Member

Also Present:

Bill Huenick

Meeting start time: 6:05

1. Roll Call.

2. Open Discussion. Bill Huenick was present to discuss concerns he has about Travis, the onsite manager and whether he was working onsite when he was ill with Covid. Bill stated that he witnessed Travis coughing a lot and when he asked him if he had Covid several different times, he got no response. When he asked Travis if he was negative for Covid, Travis responded that he was not. Chris's wife is immune compromised and Bill sees this as a serious lack of judgment on Travis's part since no companies are currently allowing employees to come to work when they have Covid. Bill wanted to voice his concerns and tell Travis why he was mad. Travis responded that when he was asked about testing 2 weeks ago, he just had a cold and was coughing every day because of that. He wasn't trying to be irresponsible and maybe it was just a lack of knowing, not paying attention to the virus. He didn't even know that a cold was a symptom of the virus and everyone with a cold should be tested. Travis also has allergies and that's why he coughs every day, especially in the mornings. He stated that we could get into depth later about what the CDC has said about returning to work. Bill stated that his only interest is being safe here. Since he heard Travis out here hacking, he felt that Travis had covid before he went on vacation. Bill felt bad for Chris as he was a little spooked. Bill feels that everyone knows that a cold is a symptom of Covid.

Bill also expressed concern about his storage unit that was damaged by a hit and run driver a couple of months ago. It has not been repaired yet and he can't use the space and is not willing to pay rent on something not secure, so he can't use it until it's repaired. He feels that it's been long enough time for Travis to have it repaired and Bill wants to see it repaired asap. Mike M noted that if it's not usable,

they should get their stuff out, and he understands Bill's not wanting to pay rent. Repair of Mike's damaged garage took 6 months. Bill noted that it's already been two months. Matthew stated that his understanding was that Travis was going to present the incident to the insurance company for a decision before we pay to have it fixed, and Matthew agrees that Bill shouldn't be paying for a space that isn't secure and he should get his stuff out. Bill stated that he didn't have anywhere else to put it. He can't open the door and he doesn't want to as it might not be able to be closed. Matthew noted that Travis has been through a learning experience with Covid and he definitely needs to be wary of getting tested. Travis agreed that it has been a learning experience and stated that he apologizes to Bill and the Board; it was just totally out of the blue for him and he thought it was a cold.

Whereupon, Bill Huenick left the meeting at 6:12 pm.

3. August 26, 2021 Meeting Minutes. The Board reviewed the minutes of the August 26 meeting and Matthew asked for a status on the irrigation problem. Travis advised that it's all taken care of, the area is a lot greener now, and there's a lot more water pressure now. Mike M asked if Travis had received a bid from American Eagle for the replacement of the pool garage door. Travis advised that he had called them when he was sick and needs to call them again. Matthew advised that if a tenant installs a video doorbell, it's not necessary for them to apply to the Board for permission. Travis advised that the security cameras at units 106 and 1306 have been removed and he has not received another application from either party. A **Motion to approve the minutes of the August 26, 2021 general meeting and executive session of the Board of Directors of the West Fork Homeowners Association was made by Matthew, seconded by Mike G, and the Motion was approved.**

4. Insurance Claim Update. Mike M went step by step through the process he used to calculate the amount of the insurance proceeds that should be paid to the roofing company. He offered his 47 pages of documentation of the process to anyone who'd like to see it and he'll leave it with Travis. Travis and Mike M will meet with the contractor at the end of next week to explain the calculation process and then give them a check for around \$650,000. If they object to the amount and get an attorney, Mike feels we have plenty to back it up. He suggested we could probably get a volume discount to have the air conditioning units combed; there are 100 of them.

Whereupon, Mike M left the meeting at 6:23 to attend a class.

5. Travis Returning to Work. Matthew advised that Travis had to use his PTO when he was sick and not working, and he did not have to use PTO when he worked from home. We should work with him about how much PTO he has to use. Carrie suggested that Travis should mask up in the future for a little while to let residents know he's taking it seriously. People would have been more comfortable if he was masked at the time. The Board agreed that it's not necessary to do the plexiglass border in the office area. Travis stated that he has had no symptoms for close to 2 weeks now. He explained why he keeps getting positive tests but no symptoms. He stated the CDC requirements for quarantine. Travis is okay with wearing a mask when he comes back. Matthew suggested that Travis should try to get a test at least once a week until he gets a negative result and to let Matthew know the test results. The Board agreed Travis could return to work tomorrow and he should wear a mask until he gets a negative test result.

6. Sign and Flag Policy. Matthew advised that we have contacted our attorney about the policy; Jan got a copy of the Bill; and we got a copy of Travis's HOA policy where he lives. He asked for the

Board's input on how we want to proceed. Mike G noted that the Bill is pretty broad and we can use limitations to tone it down such as size and location, it can't be homemade, the quantity allowed. We can restrict it as best as we can. The Board agreed and Matthew asked Mike G to take a stab at a rough draft of what we've talked about today and circulate it to the Board who will be responsive. Mike G agreed.

7. Stolen Package. Travis advised that a package was stolen in July from the mail delivered to the clubhouse lobby. We have a video of the person leaving with the package. The video was shown to the victim who identified the package in the video; it was pink and from Etsy. This is the second time, in June, the alleged thief has taken a package that did not belong to her. The victim filed a report with the police and Travis sent them our 3 videos and logs. A discussion followed about restricting the alleged thief from the clubhouse and Matthew requested that we remove her access to the clubhouse until something is decided by the police. Carrie stated that we need to tell the alleged thief why we're restricting her access and that the police are now involved. Travis will show the letter to the Board before he sends it. Carrie asked Travis about groceries she found in the frig a while ago and also tonight that smells. Travis advised it was food he brought down from upstairs that he hadn't thrown away yet. Carrie felt he is not staying on top of things; the lobby has had a diaper on the counter for a while. Travis agreed to clean up the area. Dottie asked if Travis keeps a list of projects. Travis said yes but the smaller things add up and he doesn't put them on the list, like violations, and he agreed he needs to organize better. His plate keeps growing but he will continue to work on it. He asked the Board to let him know if there's anything he needs to give attention to.

Mike G asked if anyone else was troubled that our unit numbers were given out to another resident? Carrie was concerned someone would knock on her door. Matthew advised Travis not to provide Board members' unit numbers to anyone in future.

8. Budget Meetings. The dates of the upcoming budget meetings were confirmed as October 12, and November 9, 2021, at 5:30 pm. Carrie advised that Tamara might not be able to make it.

Whereupon, the Board went into Executive Session at 7:31 pm. The minutes for the Executive Meeting are recorded elsewhere. The Board returned from the Executive Meeting at 8:15 pm.

A Motion to Adjourn was made by Carrie, **seconded** by Mike G, and the **Motion passed**. The meeting was adjourned at 8:15 pm.

Respectfully submitted,

Dottie DeMark, Secretary