

*West Fork Village
HOA Board Meeting Minutes
October 16, 2014*

ROLL: Board Members Present: Jamison Walsh—President
Cathy Bohannon—Secretary
Steve Hooten—Voting Member
Sandi McNeely—Voting Member

Travis Ryan—On-Site Manager

Others Present: Mike Puente and Dave and Regina Walsh Adams

MINUTES:

MOTION: It was moved and seconded to approve the minutes as corrected for September 18, 2014.—Motion passed.

EXECUTIVE SESSION:

- A. A private meeting was held with Mike Puente.
- B. A private meeting was held with Regina and Dave Adams.

REPORTS:

- A. Maintenance Update: *Builder Bob has finished buildings 15-9 repairing and painting hand rails and is currently working on building 6. They have been training Jake so he can continue with painting rails as long as weather permits. We are projecting that he will complete buildings 7 and 8; then the remainder will be completed in the spring of 2015. Jake has completed caulking window trim and door trim on buildings 1-5. He will proceed as long as weather permits. Roof leaks have been sealed on buildings 4, 7, and 11. Drywall repairs will be completed in the next few weeks.*
- B. Unpaid Charge Summary:
 - 1. Kevin Ward sent a letter updating the Board on the owners owing \$4,695 and \$3,630.
 - 2. A default judgment has been filed against the owner owing \$4,695.
 - 3. A lien was filed last week against the owner owing \$3,630.
- C. Contracts:
 - 1. Jamison, Travis and any other Board member able to attend will meet on Wednesday, October 22, 2014, at 1:00 pm to finalize Travis's contract. Jamison and Travis will look into insurance options.
 - 2. Jamison will also work on Jake's and Zulema's job descriptions. Jake's needs to be done by January 1, 2015.
- D. Closing Account at First Bank:
 - 1. An account at First Bank was opened to 'house' the insurance money received for the roofs following the hail storm last year. There is about \$2,000 left and the remaining money will be moved as we close the account.

OLD AND NEW BUSINESS:

- A. WFV Responsibility Chart—Looked good.
- B. Schedule of Fines—Tabled.
- C. Reserve Study from 2006: *Recommendations for Capital Reserve Fund. In 2006 it recommended \$13.89 per unit per month which totals \$30,000 annually. Alternative 1: Increase contribution by \$5 per unit per month each year for the next twenty years. Alternative 2: Increase contribution amount by 20% each year for the next 10 years and keep it level thereafter. Alternative 3: Increase contribution amount by 10% each year for the twenty years and charge a special assessment of \$1,000 per unit in 2010 and \$3,000 in 2014.*
 - 1. What is a comfortable amount to have in reserve? Right now we have at least six years' of reserves.
 - 2. Our costs continually increase which means our reserves should also increase.
 - 3. Implement a budget in the next few years that will take into account the increase in costs and reserves. This will in turn result in an increase in dues.
- D. Committees—*Vote on Committee members for the Financial and Budget Committee—Treasurer, Kelly Hoff, On-Site Manager, Travis Ryan—Is there anyone else?(Discussion and Vote)—Tabled.*
Architectural Review Committee & Architectural Variance Request Form (See Proposed Documents) (Discussion and Vote)—Tabled.
- E. Patio Shades/Covers—*Exterior shades for the purpose of reducing energy consumption.*
Travis announced that there is a law stating that the HOA cannot prevent owners from installing energy-saving devices. However, we can define what it looks like.
The complex has three different patio styles and may need to produce three different lists of options covering the three styles of patios.

Jamison will look at the law and proceed to check on options.

NEXT MEETING: Thursday, November 20, 2014, 6:30 pm

UPCOMING MEETINGS: Monday, January 12, 2015, 6:30 pm and Thursday, February 12, 2015

Meeting Adjourned at 8:40 pm.

Respectfully submitted,

Cathy Bohannon, Secretary