

**West Fork Village Executive Board Meeting
August 18, 2011
Agenda/Minutes**

1. Adam called the meet to order at 6:35.

Board Member	Unit #	Function
Adam Lowrance	605	President
Rosann Holman	711	Vice President
Anita McAllister	610	Treasurer
Dean Bodwell	1403	Voting Member
	605	Secretary

- a. Others present:

Member	Unit #	Function
Travis Ryan		Manager

2. Orders of Business

- a. This was the first meeting to mark the beginning of our switch to monthly meetings.
 - i. Every other month will continue to serve as open board meetings, followed by a closed board-only meeting. However, to allow us to accomplish more, we have begun supplementing off-months with Board-meetings as well. Below are the minutes from this inaugural meeting.
- b. Attorney – Chrys Hinze**
 - i. Retainer has been paid
 - ii. Fee agreement has been signed
- c. Cottonwoods –Trimming**
 - i. Travis is seeking estimates
- d. By-Laws – hanging items from the exterior of the units (lights, wreathes, flower pots, etc.)**
 - i. We have been addressing (on an individual basis) the use of baby-gates to enclose patio areas – this has been popular in order to create an unattended area for small dogs
 1. The use of baby gates to section off patios, while unsightly, is also expressly against our covenants (please see section 15.10).
 - ii. Additionally, nailing or screwing into the external of the buildings is also against covenants (see 15.6). The executive board will continue to discuss this item, as we all want to avoid being over-bearing, as well as we want to encourage everyone to decorate and beautify their units. As president, we the Board, would like to apologize for the inconvenience caused by cracking down on items attached to the exterior. We will be writing a letter to be distributed door-to-door (placed on the door of units with no one at home) better explaining what is allowed by the bylaws to be placed on the exterior of the buildings. Please know, flowers, seasonal lights, decorations, American Flags (properly lit if kept out at night) are, and will continue to be permissible.

- e. **Signs**
 - i. We have signs throughout the complex, which are badly faded. Fast signs will be freshening all of these up.
 - ii. Additionally, we have listened to your feedback regarding people bring their dogs over from neighboring communities and not picking up after them. We will be placing signs, indicating that this behavior is not tolerated. The city code stating that it is the law to pick up after your pet will be cited.
 - f. **Security deposit for external garages**
 - i. Due to a combination of recent damage to garages, and the inexpensive rental price of garages compared to other offerings, we will be instituting a security deposit for all new rentals from this time forward.
 - g. **Pet Permission Form Update**
 - i. 27 units have not complied and have failed fill out a form informing the Board as to whether they have pets or not. These units will lose club house access until they comply.
 - ii. On a positive note, we have received many pet forms. This means the majority of our community is aware of the rules and responsibilities of keeping a pet in West Fork Village. Additionally, this means the majority of us are aware of what constitutes acceptable and unacceptable behavior. There is now a system in place to have better accountability for the safety of all, and the protection of the property. Lastly, we have enjoyed reading your comments and seeing the wonderful pictures of your pets. We will be keeping all your pet forms in a file, which corresponds to your unit number.
 - iii. Please remember, in accordance with covenant 15.9, you must seek Board approval if you wish to add additional pets to your household.
 - h. **Management compensation**
 - i. The on-site manager has been working additional hours. The board voted to increase the salary for this position.
 - i. **Swimming Pool Closing**
 - i. The swimming pool will close for the season on October 1st.
 - ii. Additionally, we are looking to sell the third Jacuzzi. This is the broken unit in the lowest part of the patio area.
 - j. **Security Cameras**
 - i. We have been discussing purchasing a security system for West Fork Village for over a year. We have been reviewing options and prices.
3. **The meeting was adjourned at 8:50 pm.**

Upcoming Meetings:
Thursday September 22, 2011 6:30 pm
Thursday October 20, 2011 6:30 pm (board only)
Thursday November 17, 2011 6:30 pm