

**West Fork Village Executive Board Meeting
April 19, 2012
Agenda / Minutes**

1. Adam called the meeting to order at 6:40 p.m.

Board Members present:

Adam Lowrance - President - Unit 605
Rosann Holman - Vice President - Unit 711
Anita McAllister - Treasurer - Unit 610
Herb Davidson - Secretary - Unit 1502
Dean Bodwell - Voting Member - Unit 1403

Others present:

Travis Ryan - W.F.V. Manager - Unit 1602

2. Unfinished Business

A. Unpaid Charge Summary

Travis reported that all past due accounts have been contacted. He said he will contact them again, depending on the Boards action pertaining to their account. The Board reviewed the report and decided that for those not habitually late, the past due charge will be written off this one time. Travis will inform those affected that this will not happen again. For those accounts that are habitually late, the late charges will accumulate. Travis said he will send a letter to each of the past due accounts, letting them know where the Board stands on the issue of their account.

B. Shawn and Kim Goodwin - Complaint

Shawn and Kim had received a letter from the Board stating that they had received a complaint that their dog had been seen off leash. Shawn was not present, so Kim addressed the Board. Adam asked Kim if in fact her dog had been off leash, and Kim said yes. Kim explained her difficulty with keeping her dog on leash, though admitted that she understood why the leash law is necessary. Kim said that they went for five years of not having to comply with the law, to now having to comply, and it is hard for them. She was not as upset with the letter of complaint as she was with the fact that a picture had been taken of them during one of the infractions. Dean showed the picture to Kim, and the two of them believed it to be Shawn, because Shawn has a shirt that color. Rosann told Kim that the office has received two or three complaints about their dog being off leash. Rosann explained that there was no evidence in the file that past complaints had been handled by anyone. Kim said Dean is the only one to show her the picture, and wanted to know why the Board is mailing these warning letters, instead of hanging them on her door. Herb said that mailing them is one of the few legal ways of serving a notice. She said she had been told there will be a surveillance camera covering the swimming pool this year, and she does not want pictures taken of her daughter in the pool. Adam explained that we only have one security camera, and it is pointed at the office area and package counter. He also told her why that area is being covered. Kim said she had said everything she came to say, and left.

C. Wayne and Toni Leighton - Complaint

Wayne and Toni responded to a letter from the Board, relative to several noise complaints that had been received by Management. Wayne addressed a particular complaint that specified a date and time. Wayne was able to refute the accusation with a receipt that demonstrated that he was not home at the that time. Wayne said that the running back and forth in his Unit was probably his three cats.

April 19, 2012 Board Meeting Minutes - Page 1 of 3

D. Adam and Renee Swenson - Letter

Renee asked the Board why it cost them \$250 to have a party in the Clubhouse. Dean said that the charge used to be \$30, of which he and Judy got 20 percent, or \$6. Dean told various stories about how the facilities had been abused in the past by people having parties. Renee said she is okay with paying a damage deposit, if she gets it back after leaving the facilities in good condition. Adam S. expressed concern about the money being spent on wages, security cameras, etc. The subject of wages was explained in detail by Board members. Renee said that she and Adam S. would like to see the volley ball court converted into a playground. They were upset that the volley ball court can be used for free, but they have to pay to use the Clubhouse. Renee asked, what exactly is a Resolution? Herb told them what the purpose of Resolutions is. Adam L. went into some detail to explain the reasons for using Resolutions. Renee suggested that a Resolution be passed making the Clubhouse party fee negotiable. Adam S. and Renee asked the Board if it would ask the lawn service to clean up after mowing because it has been leaving leaves and grass by their front door. Rosann ask them to please inform Travis each time this happens and Travis will bring it to the lawn service's attention. Adam S. and Renee told the Board that they had to pay a \$380 repair bill because of damage done to their air conditioner by what is believed to be the lawn service. Adam L. asked if they would give us a copy of the bill so that we could address the issue with the lawn service company. They said they would. They summarized with a request that something be done with the volley ball court, and that future Resolutions be addressed at the General Meetings prior to the Board passing them. The Board thanked them for coming and expressing an interest in what is going on.

E. Lars Thorgesen and Tenants-Dog Approval

A discussion was had pertaining to how the dog was acquired, what was understood or not understood about the required paperwork and Board permission. They purposed that they be allowed to fill out the required paperwork and pay the fines assessed against them, and be allowed to keep the dog. Adam asked if someone was going to be at home with the dog the majority of the time. The answer was yes. Rosann proposed that the paperwork be properly filled out and submitted to the Board for approval prior to any decision by the Board. They agreed to fill out the Pet Request Form and abide by the Boards decision, which would come at a later date.

F. March 15th Minutes

Rosann made a motion to approve the minutes as presented and Anita seconded the motion. The motion passed with no dissenting vote.

G. Dog Tags - Form & Purchase

Herb suggested that Resolution number 7 be addressed at the next General Meeting, and that it be suggested at that meeting that an amendment be made to Resolution number 7, dropping the number of dogs, and dropping the dog tag requirement. The Board was in agreement with that idea.

H. Resolution 9 Discussion

Herb referred the Board to the latest written response from the Associations Attorney. He read the response and stated that it is a verbatim quote from the Declarations, and that it basically confirms Resolution number 9, as written and submitted. There was extensive discussion on the subject of the Resolution, and it was decided that the Resolution is ready to present to the Owners at the next General Meeting for their input, prior to any further action by the Board.

I. Resolution 10 Discussion

Herb suggested that Resolution number 10 be tabled until Resolution number 9 has been addressed, passed and signed. There was no disagreement with his suggestion.

J. Concrete, Asphalt Estimates

Travis addressed the bids that he has received to date. Travis was asked if he was requesting that the Board approve one of the bids at this meeting. Travis said no, that he needed to get more information from some of the companies. Herb said that the bids need some clarification, in that some were bidding square yards and others were bidding pounds, etc. He said that we need to get everyone on the same playing field before a decision can be made. It was decided by the Board to give Travis time to accomplish what he needs before proceeding further.

K. 2011 Budget - Maintenance (over) & Insurance (under)

Travis pointed out that the Profit & Loss Budget vs. Actual is not consistent with the General Ledger on these two line items, and pointed out the deviation. Travis was asked if he was requesting any action from the Board, and he said no, that he just wanted to bring this to the Boards attention. There was discussion of changing the accounting process from the Promas software to the Quick Books software. It is said by some that Quick Books is easier to use and the program used by the Associations Accountant, which should reduce the bookkeeping cost in the future. It was decided to look at this further as a possible fall project.

L. DirecTV - No Contracts w/ Comp. Accounts

Travis explained the service that DirecTV is willing to give us for the Clubhouse. There would be no contract required because of what we already have in place. The Board decided to go with the proposal.

M. General Overhaul of Board Only Meetings

Adam asked what the Boards view is, on what the Board should address or not address in the General Meeting. Dean said that the Board only meeting was started a long time ago and each Board thereafter continued with the practice. He said that it has created a lot of tension with the Owners/Attendees because they don't like being excused so the Board can meet by itself. Dean suggested that the people be given the opportunity to fill out a short form of what they would like for the Board to address. Rosann said she will put something together and people can drop it in the dues slot.

B. Eric Weiss' Last Day - August 2nd, Evaluation

Travis informed the Board that Eric is quitting so as to attend college. He said he would like to give him an evaluation. Travis was asked if he needed the Boards approval, or if this is informational only. Travis said its just for the Boards information.

4. Adjournment

Adam adjourned the meeting at 10:37 p.m.

Next Meeting: May 17, 2012

Alan Lunn Pres.
Herb Davidson, Sect.
Rosann Helman VP