

**West Fork Village
HOA Board Minutes
August 13, 2015**

Roll: Board Members Present: Jamison Walsh - President
Rosann Holman - Vice President
Anita McAllister - Treasurer
Jan Massey - Secretary
Sandi McNeely - Voting Member

Travis Ryan - On-site Manager

Others Present: Bonnie Stauffer, Lance Lambert, George Hekowczyk

Election of two board members to fill two open positions:

George Hekowczyk non-resident owner of two rental units with extensive experience on HOA's as well as a wide variety of experience in other related fields.

Lance Lambert retired resident owner with experience in retail management and working with diverse groups of people.

Election was held and both were elected unanimously as voting members at this time.

Old and New Business:

Minutes from June 11, 2015; July 11, 2015 and July 20, 2015 were approved.

Reserve Study & Ad Hoc Committees:

Board to send reserve study questions to Travis by 8/21/15 so that he can compile a list to send to the creators of the reserve study. What we have is a preliminary study that needs to be updated based on actual facts as opposed to projected issues that have already been resolved. (i.e.: roof replacement). Travis must respond to Association Reserves, LLC before 9/1/15 or the study we have will become final. Once reserve study is finalized, we will be able to use it as a guideline for budget planning.

Executive Session:

1. Offsite owner appealing fine for noise violation:
Appeal was denied due to multiple written complaints and continuing noise issues.
Two complainants testified before the board.
Jamison will draft a letter to owner of offending unit explaining the Board's decision.
2. Part-time Assistant Manager Contract Discussion & Hiring:
It was agreed by unanimous decision of the existing board members at the time of the interview with Cesar Carmona-Mendoza, to extend an offer of employment immediately. He will rent the clubhouse apartment and live onsite. Jamison will write the offer of employment to start August 24, 2015.

A separate lease agreement for the apartment will be drafted.

Open Discussion:

The board voted to grant Travis 5 days of comp time for the extra hours he has had to work in the last couple of months. Travis will take these days at his discretion. Travis would like to take some time off at Labor Day week-end.

Discussion of Comcast as an alternative provider for internet, TV and phones at the clubhouse was discussed. No determination was made.

Travis was authorized to purchase a new router for clubhouse.

Purchase of five new TV's for the clubhouse was discussed. (lobby, workout room-2, guest suites=2)

Next board meetings: Saturday, September 12, 2015 at 10:00 AM; Monday October 12, 2015 at 6:30 PM and Thursday, November 12, 2015 at 6:30 PM.

Meeting adjourned at 8:00 PM.

Respectfully submitted,
Jan Massey, Secretary

