

**West Fork Village OA**  
**Meeting Minutes**  
**January 25, 2018**

Owners in attendance:

Paula Harding-voting member  
Rosann Holman- voting member  
Jeff Schreier- president  
Anita McAllister- treasurer  
Nancy Hall- secretary  
Travis Ryan- on site manager  
Ray Patch

1) Roll was called.

2) Met with Steve Pierce from 1st American Insurance Agency to hear him explain our new policy and coverage.

3) Voted on and passed the past meeting minutes from November 9th, November 30th, and December 15th, 2017

4) Old and New business

- Discussed the methods of selling the garages. The renter will have 1st right of refusal and then move on to bidding. Buyer will pay closing costs+\$6500. Voted and passed.
- Did a deeper discussion on the choice of colors for paint on exterior of buildings.
- Discussed painting date to begin taking bids, plan for February 26th.

- Voted on and passed to accept the bid from Carpet Exchange for carpet in apt.
- Discussed options for furniture for apt. and bought table and chairs and bedroom set from Travis for \$500.Nancy and Travis will pick out and purchase what is needed from American Furniture Warehouse.

- Discussed the purchase of the new Elliptical for the fitness room, Travis will purchase.
- The Board discussed the pet waste around the property and decided to have the assistant manager's Granddaughter's pick it up when they are able and also distribute notices to owners that reminds them of their responsibilities.

5) Reports

- reviewed Unpaid Charges and accounts payable for December.
- reviewed the profit and loss actual vs. budget and balance sheet
- The Board covered the Ash Borer and tree removal issue and will follow up.

6) Executive Session via Email vote will need to add the emails into the minutes.

7) Executive Session

- Owner in 712 will pay to fix the damage to unit. Voted on and passed.
- will call in owner and renter at next meeting for the Pet violation final notice in Building 13.
- The Board covered Jim Carroll's request to get credit for his garage rental for using his personal tools. The Board voted and passed to give him a \$50 a month credit.
- The Board will review employee's Travis, Zulema, and Jim, Monday February 5th at 6:30.

The meeting adjourned at 8:30.

Respectfully,  
Nancy Hall  
Secretary