

**CANYON VIEW HOMEOWNERS ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
Minutes of January 8, 2015**

PRESENT:	Jo Darnall	President
	Joe Hawkins	Vice President
	John Shepherd	Secretary Treasurer
	David Bartholomew	Director
	James Ervin	Director
ALSO PRESENT:	Keith Lammey	Association Manager
ABSENT:	None	

Pre-Meeting Owners Open Forum

There were no non-board of director Members in attendance at this meeting.

Board of Director's Meeting

The meeting was called to order at 7:06 PM by Jo Darnall, President.

Approval of Minutes

A **motion** was duly made by Dave Bartholomew and seconded by Joe Hawkins that the December 17, 2014 meeting minutes be approved. *Passed.*

Association Manager Report

The Association Manager's report was distributed and discussed. The report included the November 2014 financial reports. The most significant expense variations were discussed and the number and amount of past due receivables noted. The Association Manager explained the detail about one past due account which has recently been referred to Western Law Group for collection. A **motion** was duly made by John Shepherd and seconded by Jim Ervin that the financial reports through November 2014 be approved as presented, subject to audit. *Passed.*

New Business

Discuss Possible Litigation Matter

Jim Ervin made a **motion** that was seconded by John Shepherd to go into Executive Session at 7:10 PM to discuss a possible litigation matter. The motion *passed.*

John Shepherd made a **motion** that was seconded by Jim Ervin to come out of Executive Session at 7:42 PM. The motion *passed.*

A **motion** was duly made by David Bartholomew and seconded by Jim Ervin for the Association Manager to contact Western Law Group and work with them to rephrase the first sentence of the first paragraph of the draft letter that was recently prepared for this possible litigation issue. The change should be less harsh opening to the letter. No other changes will be made in the letter and Western Law Group is authorized to send the letter as previously planned. The motion *passed.*

Adjournment

With no further business to come before the Board, a **motion** was duly made by John Shepherd and seconded by David Bartholomew to adjourn the meeting at 7:42 PM.