

**THE CONSERVATORY HOMEOWNERS ASSOCIATION, INC.**  
**BOARD MEETING MINUTES**  
**March 9, 2023 at 5:30pm**  
**Conservatory Clubhouse**  
**2665 S. Jebel Way**

- I. ESTABLISH A QUORUM** –3 of the 5 members is needed:  
Andrew Igl - President - absent  
Chris Horne - VP  
Charlie Fiser - Treasurer  
Helen Hardin – Secretary  
James Lawrence – Director  
Business Manager: Cylinda Mobley AMS, PCAM, GRI, Westwind Management Group, Inc.  
Association Counsel – Aaron Goodlock with OCHH
- II. CALL TO ORDER** – The meeting was called to order at 5:30pm.
- III. DISCLOSURE OF ANY CONFLICT OF INTEREST** – Helen Hardin is married to Jim Hardin who serves on the Metro District Board. There may be times where Mrs. Hardin may recuse herself from Metro District discussions and/or voting.
- IV. HOMEOWNERS TO ADDRESS THE BOARD**
- A. Homeowner Open Forum
  - B. Correspondence
- V. MEETING MINUTES**
- A. **February 9, 2023 Board Meeting Minutes** – On a motion duly made by Helen Hardin, seconded by James Lawrence, and carried unanimously, the minutes were approved.
- VI. FINANCIAL REVIEW**
- A. **Treasurer’s Report** – Charlie Fiser recapped the January and February Treasurer’s report.
  - B. **January and February 2023 Financials** – On a motion duly made by Charlie Fiser, seconded by Helen Hardin, and unanimously carried, the financials were accepted as presented.
  - C. **OCH Collection Report** – The Board reviewed the report.
  - D. **OCH Covenant Report** – The Board reviewed the report.
  - E. **Audited 2022 Financials** – On a motion duly made by Charlie Fiser, seconded by Chris Horne, and unanimously carried, the audited financials were approved.
  - F. **2022 Federal and State Tax Returns** – The tax returns were reviewed.
  - G. **Griffin Group Management Representation Letter** – On a motion duly made by Charlie Fiser, seconded by Chris Horne, and unanimously carried, the representation letter was approved.
  - H. **Griffin Group 2023 Engagement Letter** – On a motion duly made by Charlie Fiser, seconded by James Lawrence, and unanimously carried, the engagement letter was approved.
- VII. REPORTS**
- A. **Social/Welcome/Diversity Committee** – Meeting will be held week of March 13<sup>th</sup>.
  - B. **Communications Committee** – No report.
  - C. **Operations Committee** – Tim Siml provided a verbal report stating clubhouse interior painting was touched up and the committee had a walk through with vendors to assess pool decking.
  - D. **Design Review Committee** – On a motion duly made by Chris Horne, seconded by James Lawrence, and carried unanimously, the report was approved.
  - E. **Task List** – The Board reviewed the task list.
  - F. **Manager Report** – Management to send information to the Communications Committee about when the 31-37 period is to potentially send an eblast.
- VIII. UNFINISHED BUSINESS**
- A. **2023 Goals** – Tabled to April Meeting.
  - B. **HOA Credit Cards** – On a motion duly made by Helen Hardin, seconded by Charlie Fiser, and carried by a vote of 3-2 the decision was made to rescind the prior decision to issue credit cards passed by a vote of 3-2 with Andrew Igl providing a directed proxy to Charlie Fiser.
  - C. **Pool Deck Concrete, Gate, and Door Repairs** – On a motion duly made by Helen Hardin, seconded by Charlie Fiser, and carried by a vote of 3-1 with James Lawrence voting against, the proposal from G2 was approved in the total amount of \$29,637.50.
- IX. NEW BUSINESS**
- A. **Account #33965 Request for Removal of Legal Fees** – On a motion duly made by Chris Horne, seconded by James Lawrence, and carried unanimously, the Board denied the request to waive legal fees.
  - B. **Account #33650 Request for Removal of Fine** – On a motion duly made by Chris Horne, seconded by Helen Hardin, and unanimously carried, the Board denied the request to waive the fine.
  - C. **Front Range Recreation Big and Wader Pool Covers Proposal** – On a motion duly made by Helen Hardin, seconded by Charlie Fiser, and carried by a vote of 3-1 with James Lawrence voting against.

D. **Ludega Janitorial Services** – On a motion duly made by Helen Hardin, seconded by Chris Horne, and carried unanimously, the renewal contract was approved.

**X. EXECUTIVE SESSION – The Board convened into Executive Session at 6:42pm.**

A. Conservatory Metro District Pond 6 Request for Monetary Contribution

**XI. ADJOURNMENT** - With no further business to discuss, the meeting was adjourned 7:20pm.

**Approved by the Board of Directors**

  
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