

THE CONSERVATORY HOMEOWNERS' ASSOCIATION, INC.
BOARD MEETING MINUTES
September 14, 2023
Conservatory Clubhouse
2665 S. Jebel Way

- I. **ESTABLISH A QUORUM** –3 of the 5 members is needed:
Andrew Igl - President (Absent)
Charlie Fiser - Treasurer
Helen Hardin – Secretary
Bill Wrubleski – Director
Barb Gaetos - Director
Business Manager: Silvia Gregory, Director of Management Westwind Management Group
Association Counsel: Aaron Goodlock with OCHH
- II. **CALL TO ORDER** – The Board Secretary called the meeting to order at 5:30 p.m.
- III. **DISCLOSURE OF ANY CONFLICT OF INTEREST** – There was no conflict of interest disclosed by members of the Board, regarding items on the agenda.
- IV. **HOMEOWNERS TO ADDRESS THE BOARD**
- A. **Homeowner Open Forum** - The Board received and reviewed owner comments in relation to extending pool opening.
 - B. **Correspondence** – The Board reviewed correspondence and no action was taken.
- V. **MEETING MINUTES**
- A. **August 10, 2023 Board Meeting Minutes** – On a motion duly made by Charlie Fiser, seconded by Bill Wrubleski, and carried unanimously, the minutes were approved as submitted.
- VI. **FINANCIAL REVIEW**
- A. **Treasurer's Report** – Charlie Fiser provided the treasurer's report.
 - B. **August 2023 Financials** – On a motion duly made by Charlie Fiser, seconded by Barb Gaetos, and carried unanimously, the August financials were accepted as presented.
 - C. **OCH&H Collection Report** – The Board reviewed the information.
 - D. **OCH&H Covenant Enforcement Report** – The Board reviewed the information.
- VII. **REPORTS**
- A. **Social/Welcome Committee** – Barb Gaetos presented recent and remaining 2023 social events.
 - B. **Communications Committee** – Helen reported on Communications.
 - C. **Operations Committee** – Tim presented on the operations.
 - D. **Design Review Committee** – On a motion duly made by Bill Wrubleski, seconded by Barb Gaetos, and carried unanimously, the DRC report was approved.
 - E. **Manager Report** – The Board reviewed the report.
 - F. **Task List** – The Board reviewed the report.
- VIII. **UNFINISHED BUSINESS**
- A. **Reserve Study** – Board will review the final copy of the reserve study when completed by Association Reserves.
 - B. **HOA Now (Coordinator Option)** – Board will review meeting documents at the October Board meeting.
 - G. **Door Opener** - On a motion duly made by Bill Wrubleski, seconded by Barb Gaetos, and carried unanimously, the Door Opener was approved.
 - C. **Clubhouse Cleaning** – Board tabled this agenda item pending further proposals.
- IX. **NEW BUSINESS**
- A. **2024 Budget Process**- Helen reported the current process.
 - B. **Waste Connection Billing** – Aaron Goodlock to follow up on questions regarding the contract.
 - C. **Annual Meeting Timeline & Newsletter Review** – Board reviewed the annual meeting timeline.

X. **EXECUTIVE SESSION** –Board entered into Executive Session at 6:19pm and exited at 7:20pm.

- A. **Homeowner Fee/Fine Waiver Requests** –On a motion duly made by Helen Hardin, seconded by Charlie Fiser, and carried unanimously, to deny the fee waiver from account 64515.
- B. On a motion duly made by Barb Gaetos, seconded by Charlie Fiser, and carried unanimously, the Board agreed to waive to half the fee for account #33377.

XI. **ADJOURNMENT**- The Board adjourned at 7:22pm.

APPROVED BY THE BOARD OF DIRECTORS

Helen L Hardin 10-12-2023