

THE CONSERVATORY HOMEOWNERS ASSOCIATION, INC.
BOARD MEETING MINUTES
August 10, 2023
Conservatory Clubhouse
2665 S. Jebel Way

- I. ESTABLISH A QUORUM** –3 of the 5 members is needed:
 Andrew Igl - President
 Charlie Fiser - Treasurer
 Helen Hardin – Secretary
 Bill Wrubleski – Director
 Barb Gaetos - Director
 Business Manager: Cylinda Mobley AMS, PCAM, GRI, Westwind Management Group
 Association Counsel: Aaron Goodlock with OCH&H / Selina Baschiera – OCH&H
- II. CALL TO ORDER** – The Board President 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 and vendor correspondence and also opened the meeting for an owner comment period.
- B. Correspondence**
1. Pool Door Information was received from the pool management company, regarding the motor operator and recommended actions by Dark Star Construction.
 2. Colorado Springs HOA Underdrain request for resources was reviewed.
 3. Webmaster Email notifying the Board of increased costs in Q2, due to setting up newsletters and maintaining electronic sign was reviewed.
 4. Vote HOA Now Confirmation email was received, the Board requested that the Manager ask for costs on adding a survey to the system.
- V. MEETING MINUTES**
- A. July 13, 2023 Board Meeting Minutes** – On a motion duly made by Helen Hardin, seconded by Bill Wrubleski, and carried unanimously, the minutes were approved.
- VI. FINANCIAL REVIEW**
- A. Treasurer’s Report** – Charlie Fiser provided the treasurer’s report.
- B. July 2023 Financials** – On a motion duly made by Charlie Fiser, seconded by Andrew Igl, and carried unanimously, the July 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**– The Board reviewed the report.
- B. Communications Committee** – The Board reviewed the report.
- C. Operations Committee** – The Board reviewed the report.
- D. Design Review Committee** – On a motion duly made by Helen Hardin, seconded by Andrew Igl, and carried unanimously, the 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** – Discussion ensued about the replacement life of the appliances and asphalt sealcoating, crack fill, and re-stripe of the parking lot and Lifeguard stands.
- B. Underdrain Repair of Cleanout on Greenwood** – Discussion ensued about upcoming work on Greenwood Drive

and updates from the contractor as to other homes that have expressed concerns about a large amount of water.

- C. **Board Liaison Definitions/Responsibilities** – Andrew Igl defined the liaison function.
- D. **Security Cameras** – The Manager was requested to reach out to Saddlerock Security to ask questions about the camera swap and if the HOA is paying for it, and also why it has failed twice, plus request a proposal to relocate the camera that the TV now blocks, and install another in the corner by the kitchen pass through or opposite corner to TV.

IX. NEW BUSINESS

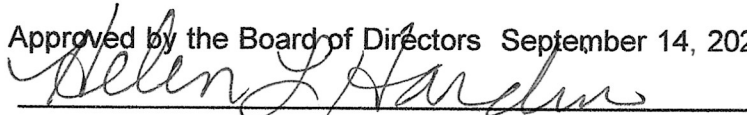
- A. **Pool Closing Volunteers** – The Board discussed coverage during the week, for the periods of time when lifeguards are not on duty.
- B. **Waterwise Landscaping per SB23-178** – Attorney Goodlock stated the following regarding plans: 1. Determine which ones are pre-approved 2. Should be included in current design guidelines. It was determined that the DRC will revise the Guidelines to comply.
- C. **Annual Meeting** – Management is requested to contact HOA Now to find out lead time to have vote live and costs / possibilities to add a survey. Helen to provide a timeline of annual meeting documents and printing.
- D. **Volunteer Appreciation Dinner** – January 2024; Helen and Cylinda to work towards finding a caterer and estimating costs.

X. EXECUTIVE SESSION

- A. USPS CBU Responsibility - Discussion
- B. Account #77099. Charlie Fiser moved, Helen Hardin seconded, and the board voted unanimously to proceed with the foreclosure.
- C. Inspection Policy – Andrew Igl moved, and Helen Hardin seconded the motion to request Westwind change their procedures for the Conservatory and keep missed inspections of violations at status quo, not returned to a beginning status should any unforeseen circumstances result in no inspections within the 31 – 37-day period. The motion passed with 4 yes votes and one abstention by Barb Gaetos.

XI. ADJOURNMENT

Approved by the Board of Directors September 14, 2023



Helen Hardin, Secretary