

**THE CONSERVATORY HOMEOWNERS ASSOCIATION, INC.**  
**BOARD MEETING MINUTES**  
**April 13, 2023 at 5:30pm**  
**Conservatory Clubhouse**  
**2665 S. Jebel Way**

- I. ESTABLISH A QUORUM** –3 of the 5 members is needed:  
Andrew Igl - President  
Chris Horne - VP  
Charlie Fiser – Treasurer - absent  
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 – None.
  - B. Correspondence – The Board reviewed the information.
- V. MEETING MINUTES**
- A. **March 9, 2023 Board Meeting Minutes** – On a motion duly made by Helen Hardin, seconded by Chris Horne, and carried unanimously, the minutes were approved.
- VI. FINANCIAL REVIEW**
- A. **Treasurer’s Report/March 2023 Financials** – On a motion duly made by Andrew Igl, seconded by Chris Horne, and carried unanimously, the March financials were accepted as presented.
  - B. **OCH Collection Report** – The Board reviewed the report.
  - C. **OCH Covenant Report** – The Board reviewed the report.
- VII. REPORTS**
- A. **Social/Welcome/Diversity Committee** – 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 Chris Horne, and carried unanimously, the report was approved.
  - E. **Task List** – The Board reviewed the task list.
  - F. **Manager Report** – The Board reviewed the report.
- VIII. UNFINISHED BUSINESS**
- A. **2023 Goals** – Andrew Igl provided an update to the goals and pulled three from the mix to pursue in 2023. These are as follows:
    - a. Increase creative and different uses of technology to reach out to residents.
    - b. Improve working relationships between committee and the Board.
    - c. Adopt a “replace at the end of useful life” or “fix it till it drops” policy regarding reserve items.
  - B. **Committee Code of Conduct** – On a motion duly made by Andrew Igl, seconded by Helen Hardin, and carried by a vote of 4-1 with James Lawrence voting against. Charlie Fiser provided a proxy in favor.
  - C. **Pool Deck Concrete Stain Option Change Order** – The Board chose to not upgrade at this time.
- IX. NEW BUSINESS**
- A. **Acct. #34528 – Request to waive \$225.00 Delinquency Charge** – On a motion duly made by Chris Horne, seconded by Helen Hardin and carried by a vote of 3-1 with James Lawrence voting against, the \$225.00 will not be waived.
  - B. **Acct. #73796 – Request to waive \$200.00 Compliance Fine** – On a motion duly made by James Lawrence, seconded by Helen Hardin, and carried by a vote of 3-1 with Chris Horne voting against, the request to waive the \$200.00 was granted.
  - C. **Board Member Term Limits** – On a motion duly made by James Lawrence, seconded by Chris Horne, and denied by a vote of 4-1 with James Lawrence voting in favor, the motion to limit the number of terms a Board member can have on the Board does not carry.
  - D. **Survey Requirement for Expenditures** – On a motion duly made by James Lawrence, seconded by Chris Horne, and denied by a vote of 4-1 with James Lawrence voting in favor, surveys will not be required for expenditures. Charlie Fiser provided a vote by proxy.
  - E. **Proposals for Blind Replacement in Clubhouse** – Tabled for more information.
  - F. **Attorney Attendance at Monthly Board Meetings** – On a motion duly made by Andrew Igl, seconded by Helen Hardin, and carried by a vote of 4-1 with James Lawrence voting against association counsel will attend

monthly Board meetings rather than the previously decided quarterly meetings. Charlie Fiser provided a vote by proxy.

- G. **Chris Horne Resignation from Board of Directors** – The Board acknowledged the resignation effective after the May Board meeting.
- H. **Board Vacancy Candidate Applications** – The Board reviewed the applications. Two applicants have expressed interest in serving the vacancy. On a motion duly made by James Lawrence, seconded by Chris Horne, and denied by a vote of 3-1 with James Lawrence voting in favor the Board will not wait until the annual meeting for the Board vacancy to be filled. On a motion duly made by James Lawrence, seconded by Chris Horne, and not carried as the vote was 2-2 with Helen Hardin and Andrew Igl voting against extending the deadline for Board member vacancy applications. On a motion duly made by Andrew Igl and seconded by Chris Horne, the motion to appoint a board member after the original deadline of April 15<sup>th</sup> carried by a vote of 3-1 with James Lawrence voting against.
- I. **Clubhouse Rental Inspection Contract Ending** – The Board discussed. The janitorial company will move services to Monday mornings to ensure that cleaning after the weekend with rentals is completed.

X. **EXECUTIVE SESSION** – The Board convened into Executive Session to discuss legal matters. Upon conclusion of the session, the Board voted on the following items.

- A. **Acct. #33258 to Attorney HB22-1137** – On a motion duly made by Chris Horne, seconded by James Lawrence, and carried unanimously, the account will be sent to the attorney as required by HB22-1137 for further collection efforts.
- B. **Acct. #77099** – On a motion duly made by Chris Horne, seconded by James Lawrence and carried unanimously, the Board approved the requested 18 month payment plan provided by counsel.
- C. **Acct. #33285- Waiver of Legal Fees and Other Charges to Account** – On a motion duly made by James Lawrence, seconded by Andrew Igl, and carried unanimously, the Board denied the request.

XI. **ADJOURNMENT** – With no further business to discuss, the meeting was adjourned at 8:10pm.

Approved by the Board of Directors

Helen Hardin May 11, 2023