

**THE CONSERVATORY HOMEOWNERS' ASSOCIATION,  
INC. BOARD MEETING MINUTES  
January 13, 2022 at 5:30pm  
Conservatory Clubhouse  
2665 S. Jebel Way**

- I. ESTABLISH A QUORUM** –3 of the 5 members is needed:  
Helen Hardin, President  
James Lawrence - VP  
Bill Fisher, Treasurer  
Chris Horne, Secretary  
Max Strain, Director  
Business Manager: Cylinda Mobley CMCA, AMS, PCAM, GRI, Westwind Management Group, Inc.  
Association Counsel - Aaron Goodlock, OCHH
- II. CALL TO ORDER** – 5:30pm
- III. DISCLOSURE OF ANY CONFLICT OF INTEREST** - None
- IV. HOMEOWNERS TO ADDRESS THE BOARD**
  - A. Homeowner Open Forum
  - B. Correspondence
- V. MEETING MINUTES**
  - A. **December 8, 2021 Board of Directors Meeting Minutes** – On a motion duly made by Helen Hardin, seconded by Chris Horne, and carried unanimously, the minutes were approved.
  - B. **Annual Meeting Minutes Review** – The Board reviewed the information and provided changes.
- VI. FINANCIAL REVIEW**
  - A. **December 2021 Financials** – Bill Fisher provided the Treasurer's report. On a motion duly made by Bill Fisher, seconded by Helen Hardin, and carried unanimously the December preliminary financials were accepted as presented.
  - B. **OCH Collection Report** – The Board reviewed the information.
  - C. **OCH Covenant Report** – The Board reviewed the information.
- VII. REPORTS**
  - A. **Social/Welcome/Diversity Committee** – The Board reviewed the information. Helen Hardin will remain the Board liaison for the committee.
  - B. **Communications Committee** – The Board reviewed the report. Chris Horne will be the Board liaison for the committee.
  - C. **Operations Committee** – The Board reviewed the information. Max Strain will be the Board liaison for the committee.
  - D. **Ad Hoc Bathroom Remodel Committee** – Helen Hardin provided an update.
  - E. **Design Review Committee** – On a motion duly made by James Lawrence, seconded by Chris Horne, and carried unanimously, the report and roster were approved.
  - F. **Underdrain Report** – The Board is awaiting the report from DRC Construction.
  - G. **Ad Hoc Electric Sign Committee** – Bill Fisher provided an update to the roadblocks he has faced with vendors and currently the project is at a standstill.
  - H. **HOA/CMD Pond 6 Report** - Helen Hardin read the update from the Conservatory Metro District.
  - I. **Manager Report** – The Board reviewed the report.
- VIII. UNFINISHED BUSINESS**
  - A. **2022 Board Goals** – The Board reviewed the information.
  - B. **Board and Committee Member Training** – Helen Hardin, Bill Fisher, and Chris Horne have completed the course.
  - C. **Saddlerock Security Updates** – Still awaiting two cameras for the kitchen and hallway. The Board is reviewing options for repair of the front exit door.
  - D. **Clubhouse Rentals** – Opening and Rates – Discussion ensued about rates and opening. With the bathrooms not yet having permits and the ADA access not yet complete, the Board will re-evaluate at the February meeting.
  - E. **Exterior Bathroom Signage** – On a motion duly made by Bill Fisher, seconded by Chris Horne, and carried unanimously, the signage on the folding placard was approved. Helen Hardin will follow up with Fast Signs to get wording and present at the next meeting.

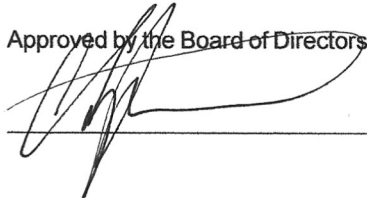
**IX. NEW BUSINESS**

- A. **Chiree Guttormsen and Brittany Horne** – On a motion duly made by Chris Horne, seconded by Max Strain, and carried unanimously, Chiree Guttormsen and Brittany Horne were approved as co -chairs for the Social Committee.
- B. **Pool Furniture Order** – On a motion duly made by Chris Horne, seconded by Max Strain, and carried by a vote of 3-2 with Bill Fisher and James Lawrence voting against, the pool furniture proposal in the amount of \$14,758.41 was approved.
- C. **Project Manager Opportunity** - Peter Fellenz, PMP, in attendance – Mr. Fellenz presented his experience as a project manager and his services to the Board of Directors.

**X. EXECUTIVE SESSION – None.**

**XI. ADJOURNMENT** - With no further business to discuss, the meeting was adjourned at 7:30pm.

Approved by the Board of Directors

A handwritten signature in black ink, appearing to be "M. Strain", is written over a horizontal line. The signature is stylized and cursive.