

**THE CONSERVATORY HOMEOWNERS ASSOCIATION, INC.**  
**BOARD MEETING MINUTES**  
**February 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  
Chris Horne – VP - absent  
James Lawrence – Director  
Charlie Fiser - Treasurer  
Helen Hardin - Director  
Business Manager: Cylinda Mobley AMS, PCAM, GRI, Westwind Management Group, Inc.
- 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 have to recuse herself from Metro District discussions and/or voting.
- IV. HOMEOWNERS TO ADDRESS THE BOARD**  
**A.** Homeowner Open Forum  
**B. Correspondence** – The Board reviewed the correspondence.
- V. MEETING MINUTES**  
**A. January 12, 2023 Board Meeting Minutes** – On a motion duly made by Helen Hardin, seconded by James Lawrence, and unanimously carried, the minutes were approved.  
**B. January 19, 2023 Executive Session Meeting Minutes** – On a motion duly made by Helen Hardin, seconded by Andrew Igl, and carried by a vote of 2-1 with James Lawrence voting against.
- VI. FINANCIAL REVIEW**  
**A. Treasurer's Report** – Charlie Fiser presented the treasurer's report.  
**B. December 2022 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. Treasurer Recommended Actions**  
**i. Move funds in RBC Operating Account to RBC Regular Reserve Account and close** – On a motion duly made by Charlie Fiser, seconded by Helen Hardin and unanimously carried, the move was approved.  
**ii. Change name of Alliance Savings** – On a motion duly made by Charlie Fiser, seconded by Andrew Igl, and unanimously carried, the name change was approved.  
**iii.** To compensate for the above changes, the monthly reserve contribution budgeted for the construction defect reserve account will now go into new renamed account of Construction Defect Maintenance Operating Account.  
**iv.** Recently approved pool items will be paid out of reserves and added to the reserve study.
- VII. REPORTS**  
**A. Social/Welcome/Diversity Committee** - Discussion ensued about different events being held.  
**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 James Lawrence, and carried unanimously, the report was approved.  
**E. Manager Report** – The Board reviewed the report.
- VIII. UNFINISHED BUSINESS**  
**A. Secretary Position on Board of Directors** – On a motion duly made by Andrew Igl, seconded by Charlie Fiser, and carried by a vote of 3-1 with James Lawrence voting against.  
**B. Clubhouse Electronic Sign Update and Training** – Trim will be repaired Friday, February 10<sup>th</sup>. Webmaster working with Communications Committee to update sign.  
**C. Committee Inventory Update** – Social Committee and Operations Committee have conducted inventory and provided reports to the Board.  
**D. Post Office CBU Responsibility Status** – Discussion ensued about placing these into the revised reserve study and working with the Metro District to share costs.  
**E. SBSA Revised Underdrain Reserve Study** – On a motion duly made by Andrew Igl, seconded by Helen Hardin, and carried unanimously, the updated reserve study was approved.  
**F. DRC Construction 2023 Contract for Underdrain Maintenance** – On a motion duly made by Helen Hardin, seconded by Andrew Igl, and carried unanimously, the contract was approved in the amount of \$49,747.00.

**IX. NEW BUSINESS**

- A. **2023 Goals** – The Board reviewed the collective goals.
- B. **Front Range Recreation Letter Regarding 2023 Price Increase Due to Minimum Wage** – The Board reviewed the letter.
- C. **Association Reserves Proposal for Updated Reserve Study** – On a motion duly made by Charlie Fiser, seconded by Helen Hardin, and unanimously carried in the amount of \$2,880.00, the eight week turnaround reserve study was approved.

**X. EXECUTIVE SESSION**

**XI. ADJOURNMENT** – With no further business to discuss, the meeting was adjourned at 7:12pm.

Approved by the Board of Directors

  
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