

THE CONSERVATORY HOMEOWNERS' ASSOCIATION, INC.

BOARD MEETING MINUTES

February 8, 2024, at 5:30 p.m.

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
Josh Guttormsen – Director
Dave Sunstrom – Director
Association Business Manager: Jordan Devine, Westwind Management Group, LLC
Association Attorney: Aaron Goodlock, Orten Cavanagh Holmes & Hunt, LLC
- II. **CALL TO ORDER** – Andrew Igl called the meeting to order at 5:31 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**
 - **Homeowner Open Forum**
 - 33587 – An owner asked about the status of the trash contract with Waste Connections. Association counsel responded with an update on the agreed upon addendum and plans for Waste Connections to issue refunds to affected homeowners within 90 days. The homeowner also asked for status on the Mailbox CPU's and Association counsel responded that discussions were still ongoing.
 - **Correspondence** – Correspondence from account 66351 was moved to Executive Session, and the Board reviewed correspondence from Aurora Public Schools.
- V. **MEETING MINUTES**
 - **January 11, 2024, Board Meeting Minutes** – Upon motion duly made by Helen Hardin, seconded by Charlie Fiser, and carried unanimously, the minutes were approved as presented.
- VI. **FINANCIAL REVIEW**
 - **Treasurer's Report** – Charlie Fiser presented the Treasurer's report which included the December 2023 and January 2024 Financials.
 - **December 2023 and January 2024 Financials** – Upon a motion duly made by Charlie Fiser, seconded by Helen Hardin, and carried unanimously, the December 2023 financials were approved as presented. Upon a motion duly made by Charlie Fiser, seconded by Josh Guttormsen, and carried unanimously, the January 2024 financials were approved as presented.

- **OCH&H Collection Report** – The Board reviewed the report.
- **OCH&H Covenant Enforcement Report** – The Board reviewed the report.

VII. REPORTS

- **Social/Welcome Committee** – The Board reviewed the report.
- **Communications Committee** – The Board reviewed the report.
- **Operations Committee** – The Board reviewed the report.
- **Design Review Committee** – The Board reviewed the report.
- **Volunteer Dinner Summary Report** – The Board reviewed the report.
- **Task List** – The Board reviewed the task list.
- **Manager Report** – The Board reviewed the report.
- **Compliance Summary** – The Board reviewed the report.

VIII. UNFINISHED BUSINESS

- **Revised Clubhouse Rental Agreement** – Upon a motion duly made by Andrew Igl, seconded by Josh Guttormsen, and carried unanimously, the Board approved the revised clubhouse rental agreement.
- **Request for Community Blood Drive** – The Board approved the request from account 82744 for a community blood drive hosted by Children’s Hospital Colorado outside of pool season or any other scheduled community events.
- **Front Range Estimate: Portable Filtration Cart** – Upon a motion duly made by Charlie Fiser, seconded by Helen Hardin, and carried unanimously, the Board approved the estimate for a portable filtration cart.

IX. NEW BUSINESS

- **Front Range Estimate: Hose Reel**: The Board reviewed the two recommended hose reels and agreed to permit Front Range Recreation to select and purchase their preferred type of the two options.
- **Committee Liaisons** – The Board confirmed the following Board committee liaisons:
 - Design Review Committee – Dave Sunstrom
 - Communications Committee – Josh Guttormsen
 - Social Committee – Charlie Fiser
 - Operations Committee – Helen Hardin
- **2024 Goals** – The Board reviewed their goals for 2024.
- **Hybrid Conference Device (HD Video, Microphone, and Speaker)** – The Board reviewed a hybrid conference device and tabled further discussion until the March 14, 2024, Board meeting.
- **Corporate Transparency Act** – Westwind and Orten Cavanagh Holmes & Hunt, LLC provided an update on the Corporate Transparency Act (CTA).
- **Fee Waiver Request (72386)** – Moved to Executive Session.
- **Super Bowl Party Insurance** – Upon a motion duly made by Helen Hardin, seconded by Josh Guttormsen, and carried unanimously, the Board agreed not to purchase special

event coverage for the community Super Bowl Party at the clubhouse on February 11, 2024.

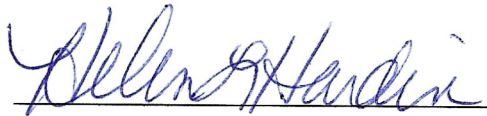
X. EXECUTIVE SESSION – The Board convened into Executive Session to discuss the following with the Association’s attorney:

- Assessment Collection Matters
- 78738 – Owner Request: Basement Flooding & Underdrain Issues
- Correspondence from Account 66351
- Fee Waiver Request (72386)

The board emerged from executive session and voted on the following:

A. Assessment Collection Matters

- Upon a motion duly made by Andrew Igl, seconded by Josh Guttormsen, and carried unanimously, the Board approved proceeding with a lawsuit on account 91628 for further collection efforts.

 March 14, 2024

Helen Hardin, Secretary, Conservatory HOA