

THE CONSERVATORY HOMEOWNERS ASSOCIATION, INC.
2019 ANNUAL MEETING MINUTES
November 14, 2019

- I. ESTABLISH A QUORUM** – A quorum of 10% of qualified owners is required to hold the Annual Meeting. There are 141 qualified owners required to establish a quorum. There being 96 owners in attendance and 142 owners represented by proxy, a quorum was reached by 238 qualified members represented at the 2019 Annual Meeting.
- II. CALL TO ORDER** – The Conservatory Homeowners Association Annual Meeting was called to order at 6:30 p.m. at the Aurora Frontier Elementary School.
- III. INTRODUCTIONS** – Travis Coufal, President, welcomed those in attendance and introduced his fellow Board members and Westwind Association Business Manager, Cylinda Walker.
- President – Travis Coufal
 - Vice President – Dave Altman
 - Secretary – Helen Hardin
 - Treasurer – Christine Rhoden
 - Director – Bob Hunchberger
 - Director – Tim Siml

Travis introduced the association's attorney, Aaron Goodlock with Orten, Cavanagh, and Holmes.

- IV. PROOF OF NOTICE** – Proof of notice was evidenced by attendance of owners, submittal of proxies and proof of mailing documents on file at the management office.
- V. ANNUAL MEETING MINUTES OF NOVEMBER 14, 2018** – A motion was made, seconded and unanimously carried to waive the reading of the Annual Meeting Minutes from the November 14, 2018 meeting. On a motion duly made, seconded and unanimously carried, the November 14, 2018 Annual Meeting minutes were approved by the membership.
- VI. ELECTION OF DIRECTORS** – Travis Coufal notified homeowners there were two (2) Director positions subject to election, each for a 3-year term.
- A. Candidate Background / Interest or Involvement in the HOA** – Bill Fisher, Dean Harris, and Hendrika Moore-Natal each introduced themselves and gave an overview of their background and experience. They further explained their interest in serving on the Board.
- B. Nominations from the Floor** – The meeting was opened for nominations from the floor. There being none, a motion was made, duly seconded, and unanimously carried to close nominations from the floor.

VII. OLD BUSINESS

- A. Underdrain Update** – Christine Rhoden presented a slide show on the underdrain completion and informed the attendees that a report would be placed on the website once all of the numbers are finalized.
- B. Volunteer Awards** – Dave Altman, VP, presented Marcella Caywood and Travis Coufal with awards recognizing their involvement and commitment to the underdrain project.

VIII. NEW BUSINESS

- A. 2020 Budget Ratification** – Christine Rhoden, Treasurer, reviewed the 2020 budget with the attendees and took questions. She noted the budget was ratified as 80% of the membership did not veto the budget. Christine notified homeowners that assessments did not increase.
- B. Year End Surplus Transfer** – A motion was made, duly seconded and unanimously carried to transfer any year end surplus in operating funds to the reserve account.
- C. Trash Presentation** – Christine Rhoden presented a slide show discussing trends in future trash pickup and how the association is handling current concerns.
- D. Election** – Travis announced the election results. Bill Fisher received 149 votes; Dean Harris received 195 votes, and Hendrika Moore-Natal received 106 votes. Bill Fisher and Dean Harris were elected to the Board of Directors.

- IX. HOMEOWNER OPEN FORUM** – Topics discussed include: A homeowner asked about the management fee and budgeting; A homeowner asked about future maintenance costs for the underdrain. Signage and solicitation was discussed. A homeowner asked about combining funds for the reserves and the construction defect funds, they were notified the funds will be kept separate. A homeowner asked about commercial vehicles. A homeowner asked about the violation process and drive throughs. A homeowner asked about Metro District trees. A homeowner asked about having a company inspect trees.

- X. ADJOURNMENT** – There being no further business, the meeting was adjourned at 8:17 PM.

Date Approved by the Membership