**MINUTES OF REGULAR MEETING OF THE VAN AIRE SKYPORT CORPORATION BOARD OF DIRECTORS**
**June 11, 2024**

The Meeting was convened at 15725 Elk Circle, Brighton, CO, on June 11, 2024. President Brandon Jewett called the Meeting to order at 6:45 p.m.

Present at the Meeting were:

- Board Members:
  - Brandon Jewett (President and Member-at-Large)
  - Maureen Bendure (1B)
  - Buddy Goeritz (2B)
  - Ed Cole (1A)
  - Tom Edwards (2A)

- Visitors:
  - Charles Elliston
  - Ron Stites, Stites & Associates, LLC (Office Manager)

Brandon presented the Agenda for the Meeting (attached).

The Minutes of the May 8th Meeting were discussed but not approved. Board Members wanted to review them.

## Treasurer's Report:

- Potential organizational changes were discussed. We are having trouble getting coordination between the new officers. The possibility of needing to hire professional management was briefly discussed. No action was taken.
- Financials:
  - Monthly Profit/Loss.
  - YTD Profit/Loss compared to Budget.
  - YTD Profit/Loss for Oil and Gas.
  - Balance Sheet.
  - A graph of Oil and Gas Revenue was circulated to the Board.
  - A copy of the Schwab May 31, 2024, statement was circulated to the Board.
  - A copy of the calculation for the 6/15/2024 estimated tax payments was distributed.
  - Ron led a discussion on a letter that had just been received from the IRS. The

computer-generated letter claimed that the IRS had not received our estimated tax payments. This letter appears to result from a clerical error since our payments have cleared the bank. Ron will check with Marty Wadsworth to see what he knows about this. As it stands now, John Conroy is still making the EFTPS deposits. Ron will coordinate with Marty and John to see if this can be straightened out.
    - Ron also noted that we need to make an additional payment to the IRS for 2024 by 6/15. Brandon moved that John Conroy make the EFTPS transfer. The motion passed 5-0.

## Committee Reports:

- Audit Committee:
    - Nothing new to report. Ron pointed out that one of the tests performed by the Audit Committee is to match hard-copy invoices and checks with the data in QuickBooks. This audit activity requires that hard copies be kept where they can be retrieved. Since Ron is moving, he brought the hard-copy files to the Meeting. The files were placed in the basement of 15725 Elk Circle.
- Fuel Committee:
    - Charles reported that we had new fuel nozzles. He also presented an invoice for a new swivel.
- Nominating Committee:
    - Nothing new to report.
- Runway Committee:
    - Charles has been having trouble contacting the crack sealer vendor. He will continue to work on getting cracks sealed rather than a full seal coat.
    - The posts for the remote-controlled runway lighting have been fixed. The system should be OK for a while, but upon inspection, new wiring might be needed. Charles will be checking into that.
- Common Area Committee:
    - Don Smallwood has scheduled Agfinity to spray for weed control in the common areas. Charles will let the Members know when the spraying will be done.
- Architectural Committee:
    - Nothing new to report.
- Investment Committee:
    - Nothing new to report.
- Oil and Gas Committee: Nothing new to report

- Covenant/Bylaw Review Committee

    - Buddy has recruited Sklyer Hoffman and Tom Edwards to serve on the committee.

## Old Business:

- New Rules and Regulations.
    - It was determined that there were 15 written objections to the New Rules and Regulations. Seven additional comments indicated the matter should be brought to a Special Meeting. The Board concluded that a Special Meeting should be convened for the New Rules and Regulations to be adopted, and a majority vote of all Owners would be required.
    - During the discussion, a consensus emerged that the Special Meeting should focus on providing information and that hard-copy, mailable ballots should be used for voting. The voting could commence at the Special Meeting and continue for 21 days after the Meeting. Brandon moved that he and Tom Edwards compose a draft announcement of the details. The Board would approve the draft before sending it to the Members. Ed Cole seconded the motion. It passed 5-0.
- Walking Path:
    - Tom Edwards announced that he and Maureen Bendure needed another 30 days to work on this. It was tabled by acclimation.
- Storage Building/ Club House:
    - Buddy noted several Members objected to building the Storage Building/Club House on the new property to the west.
    - There was a discussion about adding a Q&A period for the Storage Building/Club House to the end of the Special Meeting for the New Rules and Regulations. No definitive action was taken.
    - The possibility of adding a Q&A on hiring professional management to the Special Meeting was also discussed. No definitive action was taken.

## New Business:

- There was a brief discussion on the continuing efforts to obtain FRIA (FAA-Recognized Identification Areas) for UAS/Model aircraft operations on Van Aire Common Area.
- Brandon noted that we need additional liability insurance to cover the newly acquired land. Our current liability insurance is for airport operations and is unsuitable for areas not part of airport operations.

## Next Meeting:

- Not Set

Brandon moved to adjourn. The Meeting adjourned by acclamation at approximately 9:30 p.m.