<u>Meeting Minutes</u>

VAN AIRE SKYPORT CORPORATION BOARD OF DIRECTORS
Monthly Meeting on March 31, 2026

1. **President McKee**, called the meeting to order at 6:01 pm.

2. **Secretary Elliston**:
   - Notified the attendees that all aspects of the meeting were being audio recorded.
   - Verified that meeting notice was issued in accordance with the bylaws
   - Conducted a roll call:

     Board members present were :
     - Director Tom Alexander, (2B), Term expires at end of 2027)
     - Director Maureen Bendure, (1B) (Term expires at end of 2027)
     - Director Tom Edwards (2A) (Term expires at end of 2026)
     - Director D.J. Hernandez, Vice-president (1A) – (Term expires at end of 2026)
     - Director Eli McKee, President (Director At-large) (Term expires at end of 2027)
     - Treasurer Jeanette Vyduna
     - Secretary Charles Elliston

     Guests in attendance were:
     - Regular attendee, and Fuel Committee and Investment Committee member, Jim Vyduna
     - Regular attendee, and Governing Document Review Committee Member, Carl “Buddy” Goeritz
     - Regular attendee, and Governing Document Review Committee Member, Don Watkins

   - verified that a quorum is present, (three directors are required to be present in person or electronically for a quorum);
   - called for a motion to approve the previous month’s meeting minutes.

     President McKee moved and Vice-president Hernandez seconded such a motion. The motion passed unanimously.

3. **President’s Report**:
    - President McKee had no new items to report, and indicated that a discussion regarding hiring a professional bookkeeper would be discussed later in the meeting.

4. **Treasurer's Report**: Treasurer Vyduna
    - Treasurer Vyduna summarized the financial transactions since the previous meeting. She stated that general liability insurance and board member errors and omissions coverage premiums had been paid and that the policies remained in force. Former Office Manager Ron Stites had been paid for services through October, 2025, but had not yet submitted invoices for services in November and December, nor January of 2026. Other expenses included a fuel nozzle repair and spare parts for the VASC Aviation Fuel Storage and Dispensing Facility, printing expenses for the annual meeting, Adams County Storm Water fee, rent payments to Member Don Smallwood for Van Aire equipment storage, common area property taxes, a bulk fuel purchase from the Platte Valley Airpark Fuel Concession, tax and accounting fees paid to Bridge Street Accounting, and flowers for Buck Rennick’s funeral. Receipts included a federal tax refund for overpayments last year, and a severance tax refund from Verdad Resources. Of 86 properties assessed annual HOA fees, 66 have been paid in full for the year. She also summarized funds on hand and updated the board on plans to hire a professional bookkeeper. She reiterated that former Office Manager Ron Stites’ remains committed to provide transition training to the new bookkeeper. The last item of discussion was the property taxes we are paying on the recently acquired land. Secretary Elliston is placing applications with Adams County for rezoning of the 5 acres on the east side from C-3 to A-1 to reduce the taxes substantially.

4. **Committee Reports:**
    - **Adams County Variance Interface Committee:** (Ad hoc committee) Director DJ Hernandez; Solomon Kirkpatrick; Tom Peraro. Member Tom Peraro has been appointed by representatives of the Adams County Planning and Development Department to serve as an advisor to the committee tasked with developing a new relaxed global variance policy applicable to Van Aire that will permit new hangar construction without the need for property owners to submit individual variance applications. He is moving forward with

the project and will be assisting a county planner with a presentation on Friday, April 10, 2026.

- **Architectural Control Committee:** (Standing committee)
  Director Tom Edwards; John Conroy; Director Hernandez; Soloman Kirkpatrick; Maria Riehl. Director Edwards stated that he did not have contact information for two members of the committee. At that point, Secretary Elliston provided all board members with a comprehensive VASC committee member list with contact numbers, and a copy of the VASC Guidelines for Volunteer Committee Members, stating that copies had been emailed to all committee members earlier in the day. Director Edwards then stated that Vice-president Hernandez' proposed new hangar site plan had been reviewed and conforms to the VASC bylaws. Director Hernandez stated that his variance application had been approved by the county, and he is now awaiting engineering drawings for the building and foundation. Construction permits will be sought once formal plans are complete. There was also peripheral discussion indicating that all proposed new vertical structures require ACC approval but flatwork, such as hangar aprons, do not.

- **Audit Committee:** (Standing committee)
  Linda Alexander; Director Maureen Bendure; Nancy Flanigan; Helen Gaines; Wendy Odenbrett. Director Bendure indicated that no update would occur until next December.

- **Common Area Committee:** (Standing Committee)
  Charles Elliston; Terry Jackson; Vince Phelps; Don Watkins. A question arose regarding weed mitigation. Secretary Elliston stated that Agfinity sprayed for weeds last fall but that no pre-emergent herbicides had been applied to permit the post Walking/Biking path seeding to germinate. He also stated that the entire common area had been seeded last fall with Triticale to choke out the weeds with desirable grasses. A suggestion was made to provide a weatherproof "Book Trade" box near the picnic area for community use. Secretary Elliston suggested that it might be best to locate the box inside the picnic pavilion to provide better protection from the elements. There was general agreement but no motion on this plan.

- **Equipment Storage /Community Events Center/Corporate Office Building Committee:** (Ad hoc committee)
  Charles Elliston; Carl "Buddy" Goeritz. Secretary Elliston began the report by

requesting that he be removed from the committee due to workload issues imposed by the secretary position. Member Don Watkins volunteered to serve on the committee. Member Goeritz asked for clarification on the motion several months ago to locate the proposed equipment storage facility/community center on the recently purchased 5-acre plot on Green Estates. The motion at the time was to plan on using the 5-acre Green Estates site for the proposed facility. Mr. Goeritz was under the impression that the motion precluded the possibility of an alternative site should that prove to be more beneficial and cost effective. The motion at the time did not address or preclude later motions to choose an alternative site.

Member Goeritz then suggested that Buck Rennick's property, which might be for sale soon, might be a more cost-effective and time efficient alternative to building a completely new facility. Secretary Elliston pointed out that it was possible that Mr. Rennick's hangar door might be too small to accommodate the height of the Kubota Tractor cab, and that Mr. Rennick's house may not contain a room large enough to safely and comfortably accommodate the number of people who typically attend community meetings without substantial structural modification. It was also noted that the purchase price, plus the cost of renovations necessary to accommodate the equipment and community attendance numbers may very well exceed the cost of constructing an all-new facility on the Green Estates site.

- **Fuel Facility Committee:** (Standing committee)
  <u>Charles Elliston; John Conroy; Jim Vyduna; Wayne Henke</u>.
  President McKee began the discussion by stating that one of his highest priorities is to increase the fuel storage capacity of the VASC Aviation Fuel Storage and Dispensing Facility. He asked Member Vyduna to redouble his efforts to find a contractor and process by which this may be accomplished very soon. Mr. Vyduna stated that he had acquired two separate bids to add a 10,000-gallon tank to our existing 4,000-gallon tank using our existing metering/pumping system. Alternatives using smaller tanks in the range of 5,000-to-6,000-gallon tanks was discussed. One reason cited for simply adding another tank without replacing the existing 4,000-gallon tank is that
  removing the old tank, which is in very serviceable condition, would be cost prohibitive and serve no good purpose. Discussion about the possible need to maintain two different fuel supplies, due to the FAA's recent rulings regarding unleaded aviation gasoline, one for 100LL, and

one for 100NL or 100UL (no-lead and un-leaded) ensued. The possibility of using a single large-volume tank with an internal barrier to separate the two fuels was suggested. One reason this was not considered a good idea is that the state requires x-ray inspection of such tanks every five years. The inspection process is quite expensive. This problem could be avoided by installing a separate tank and retaining the one we already have. Concern was also expressed about the physical constraints of installing such a large tank. Mr. Vyduna indicated that the installer suggested that the proposed 10,000-gallon tank would fit comfortably within the existing fuel farm space. The board then directed Mr. Vyduna to seek fresh bids and prepare a proposal for membership consideration within two months. Lastly, Mr. Vyduna indicated that fuel inventory was down 1,200 gallons and that vendor ordering is in process. As a side note, Mr. Vyduna stated that there have been a few short internet related QTPod system outages recently. When this occurs, they usually have the system returned to service within a few hours.

- **Governing Document Review Committee:** (Standing committee)
  Charles Elliston; Carl Goeritz; Don Watkins. No Report was provided.

- **Investment Committee:** (Standing committee)
  Director Maureen Bendure; John Conroy; Secretary Charles Elliston; Terry Jackson; Jim Vyduna; Treasurer Jeanette Vyduna; Don Watkins.

  Treasurer Vyduna advised the board that CDs are maturing and being reinvested regularly. Steps have been taken and a letter has been issued to Bank of Colorado and Schwab indicating the President McKee be added to the VASC officers having access to those accounts. There was discussion around Colorado HOA law and the permissible options under social club/HOA constraints for investing reserve funds. It was agreed that we need to revise the VASC investment policy, which was written 12 years ago to restate/modernize the investment policy beyond the highly conservative, pre-oil revenue stance. The idea is to increase return on investment while remaining compliant with HOA and non-profit law. Current reserve fund balances exceed traditional reserve requirements by ten to fifteen times.

  Under Colorado Common Interest Ownership Act (CCIOA) requriements, we need a formal reserve study. The committee will be working on this going forward. There was also discussion of the past practice of comingling VASC day-to-day operational funds (provided for by membership assessments) and Oil and Gas funds (which the IRS considers “Unrelated Business Income, Taxable”). Such comingling of funds is not permissible under federal law. In the past, former

Office Manager Ron Stites worked to segregate the funds but with him no longer in office, it is difficult for the current treasurer to understand and implement his processes. Therefore, efforts will be focused on physically separating the funds into separate accounts. Also, because the treasurer is not a board member, but is required to participate in Investment Committee meetings, it is requested that the board begin the process of revising the bylaws to permit the treasurer to participate in such committee meetings as well as designate the board president as a member of the committee. This is considered necessary due to the large size of the funds in question.

Member Terry Jackson had previously requested removal from the committee. As he is considered a valuable member of the committee, it is with reluctance that his resignation is accepted. Member John Conroy volunteered to participate in the committee. A two-hour meeting of the committee was scheduled for April 7 at 6:00 PM, at the Vyduna residence.

Last item of discussion was the use of AI (Artificial Intelligence) for financial research; a prospective Investment Policy revision was drafted using ChatGPT, but it will be reviewed by one or more expert authorities before submission to the board for approval.

- **Nominating Committee:** (Standing committee)
  Director Maureen Bendure; Director Tom Edwards; Kathy McGurran. No report was provided.

- **Oil and Gas Committee:** (Ad hoc committee)
  John Allison; Don Smallwood. No report was provided.

- **Runway/Facility Committee:** (Standing committee)
  John Conroy; Leon Brodie; Wayne Henke; Buddy Goeritz; Vince Phelps.
  Don Watkins initiated the report with a discussion and demo of airport surface lighting hardware from a surplus source. The fixtures are FAR Part 139 approved and available at a very low price (comparatively) in large quantity. Currently the board needs at least two fixtures to replace runway lights that were removed to accommodate enlarging the runup pads on both ends of the runway as a part of the Walking/Biking path construction project. It is anticipated that at least eight to twelve more lighting fixtures will be needed in anticipation of the proposed runway lengthening project. The fixtures use LED lamps which consume much less power and are more reliable than conventional incandescent lamps. Some technical challenges may be posed by the need for installation cans and removing asphalt to install the cans. When installed the fixtures will be practically flush with the asphalt surface and will tolerate both heavy aircraft and snowplow activity. It was recommended that we delay any bulk purchase until installation requirements and costs are clear.

Mr. Watkins also stated that he had found a source of similar LED Runway End Identifier Lights (REIL). We will need to either move the existing runway end lights or install new lights if the membership eventually approves the proposal to extend the length of the runway. The new REILs will also be flush with the asphalt surface and tolerant of snowplow activity. Again, the power and installation specifications of the proposed new lights remain unclear, so no purchase will be made until we understand the installation cost of the new lighting. There was also some discussion of separate control for the REILs and whether they might prove to be a nuisance to neighbors. The estimated cost of the REIL lights is $400 to $500 each. Again, no purchase decision will be made until the full costs are understood and acceptable.

Mr. Watkins also announced that there would be a fly-in pancake breakfast at Platte Valley Airpark (18V) on Saturday, April 11, from 8 am to 10 am. All are welcome to attend.

Lastly, Mr. Watkins distributed vendor cards from a local hangar door constructor/installer saying that they did “good work” and were cost-effective, if anyone needed a new hangar door.

In an unrelated issue, Mr. Watkins mentioned that an unidentified person had been observed loitering in the neighborhood. Apparently, this has happened more than once. The Adams County Sheriff’s Department was notified. Residents should be aware and on the lookout for unauthorized visitors.

- **Rezoning Committee:** (Ad hoc committee)

  Charles Elliston.

  Secretary Elliston briefed the board on recent discoveries regarding the zoning history of the five-acre plot on Green Estates. The property is currently listed as C-3. In 2018, then owner Green-Sanchez Estates applied for rezoning to A-1. Two different county records dated 2022 listed the property as A-1. Now it is listed again as C-3 without any record of how that happened. An attorney suggested that the A-1 status could have been “conditional use” and when the property was sold to us, it automatically reverted back to C-3. A visit with the county planning commission resulted in some head scratching on their part, but in the end, they said that is how the assessor has it listed, so it must be correct. Secretary Eliston plans to meet with Kevin at Adams County to clarify the C-3 change and begin the onerous process and document preparation required to apply for rezoning, which includes a written narrative, site plan, deeds, utilities (water/sewer), legal description, taxes paid, “Generation letter” (unclear), neighborhood meeting summary, and preliminary drainage analysis. Concern was also expressed as to whether commercial zoning would be needed for construction of the tractor shed/community center if it was built on that site. It is unclear whether utilities are on site or simply available at the street. Complying with the “neighborhood meeting” requirement was a significant concern for

Secretary Elliston. He stated he planned to have answers by the end of the following week.

On another topic, Secretary Elliston noted that his ability to edit the current VASC website has been truncated. Neighborhood Link, the website provider has been unresponsive to phone calls and emails initiated by both Treasurer Vyduna and Secretary Elliston. He related that efforts by former office manager Ron Stites and himself to engage AdvanceHOA last fall came to nought due to contract features he, Treasurer Vyduna, and Mr. Stites found unacceptable. He stated that he was actively exploring other alternatives to Neighborhood Link, as a web site provider. Someone suggested a website provider by the name of "Square Space" as a possible alternative.

5. **Old Business:**
   - No old business was discussed.

6. **New Business:**
   - President McKee initiated a discussion regarding removing the notation from the CO12 FAA Airport Master Record indicating the existence of displaced thresholds on the runway. His position is that since we do not have the displaced thresholds painted on the runway, we should not have them listed in the FAA Airport Master Record. VASC Airport Manager Jim Vyduna stated that in a conversation with an FAA official he learned that removing a long-established airport safety feature, like the VASC displaced thresholds, would not be a prudent move from a risk mitigation standpoint. The official stated that since we are a private airport, the FAA has no jurisdiction over our facility at all, so they have no legal authority to impose retention of the previously established displaced thresholds. He reiterated that jurisdiction notwithstanding, removing the displaced thresholds was a bad idea for both safety and liability concerns. Mr. Vyduna stated that he had also consulted an aviation attorney on the topic and received the same answer.

     Secretary Elliston shared that he had had a conversation with a non-aviation attorney who stated that no attorney would ever agree that removing a risk-mitigation device, hence increasing perceived or real risk, was a good idea.

     Vice-president Hernandez stated that he was concerned that if the FAA ever observed a pilot landing on the displaced threshold, they would initiate proceedings against the pilot for violation of an FAR. This contradicts the FAA's statement that they have no jurisdiction here. Mr. Hernandez also asserted that displaced thresholds applied only to runways with instrument approaches. This statement was also identified as incorrect.

President McKee suggested that perhaps alternatives such as full-time Precision Approach Path Indicators could be used to mitigate the risk without painting displaced thresholds on the runway.

The placement of "Low Flying Aircraft" signs was also suggested as a risk mitigation device that would preclude the necessity of painted displaced thresholds.

President McKee made a motion "to authorize the airport manager to remove the displaced threshold notation in the FAA Airport Master Record until runway extensions were approved/completed."

Mr. Vyduna then provided the board with copies of a "Position Paper" he wrote to help bring clarity to the discussion. The content of that paper follows:
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Position Paper:
<u>Retention of Displaced Thresholds</u>
Van Aire Skyport (CO12)

Purpose

This paper evaluates the proposal to remove the existing approximate 300 ft displaced thresholds on Runway 12/30 (3,681 ft total length). The objective is to guide a decision based on risk management, fiduciary responsibility, and long-term protection of the airpark, rather than individual operating preferences.

Executive Conclusion

Removing the displaced thresholds provides no meaningful operational benefit, while reducing safety margin, increasing exposure to third parties, and materially elevating liability risk - including potential personal exposure.

1. Operational Context (Brief)

- The runway length remains unchanged for takeoff purposes
- The displaced thresholds primarily affect landing operations and approach geometry.
- The proposal is therefore not about enabling operations - it is about changing safety margins.

2. Safety Function

The displaced thresholds were originally established to:

- Maintain adequate clearance over a roadway.
- Provide margin for normal variability in approach path and pilot performance.

- Reduce risk to non-participating third parties.

Since their implementation:

- Road traffic has increased
- Exposure to the public has increased accordingly:

The underlying hazard these thresholds address is greater today than when they were installed.

3. Nature of the Proposed Change

This is not a neutral modification. The thresholds were:

- Previously installed and used o
- Reflected in FAA records o
- Serving a clear safety purpose.

Their removal represents:

- A deliberate reduction in an established safety margin, without any corresponding safety or regulatory necessity.

4. Framing the Real Issue

This proposal is best understood as:

- A preference to expand landing area •
- A desire to remove constraints or perceived inconvenience

It is not:

- Required by regulation
- Necessary for safe operation •
- Driven by any external authority

The decision is therefore discretionary—and must be evaluated on risk ownership, not operational desire.

5. Liability Exposure and Fiduciary Risk

A. Foreseeable Risk to the Public

The approach path crosses a roadway used by:

- Individuals with no connection to the airport
- Individuals who have not accepted aviation risk

Removing the thresholds:

- Lowers approach height over vehicles
- Reduces margin in abnormal or degraded situations
- This creates a foreseeable, avoidable hazard to third parties, which carries the highest level of legal scrutiny.

B. Removal of a Known Safety Feature

This is the most critical point. The association would be removing a previously established safety control designed to mitigate a known hazard. In any post-incident analysis, the central question becomes:

- Why was an existing safety measure removed?

Not:

- Why wasn't one added?

That distinction materially changes legal exposure.

C. Absence of Justification

There is:

- No regulatory requirement to remove the thresholds
- No operational necessity
- No safety improvement achieved

The action is therefore voluntary and preference-driven, which weakens defensibility.

D. Exposure Beyond the Corporate Veil

The HOA structure provides limited protection, but not in all circumstances. Where decisions involve:

- Known hazards
- Removal of safety mitigations
- Increased risk to the public

Courts may examine:

- Board-level decision-making (fiduciary duty)
- Whether the action was reasonable and prudent

This can expose:

- Individual board members
- Potentially the broader membership. Particularly where a risk was understood and consciously increased.

E. Insurance Limitations

Insurance is not a complete shield.

- Policies have limits
- Coverage may be contested in cases involving:
  - Known risks
  - Removal of safety features
  - Gross negligence In a serious incident:
- Claims could exceed coverage
- Defense costs alone may be significant .

Any shortfall becomes the responsibility of the association and potentially individuals.

F. Standard of Care

The governing standard will be: “What would a reasonable and prudent airport operator have done?” Given that:

- The thresholds existed
- The hazard has increased
- No necessity exists for removal

The decision may be interpreted as:

A conscious decision to reduce safety margin in the presence of a known and increasing risk.

6. Strategic Risk:

Airport Viability

This issue extends beyond a single operational decision. General aviation airports are increasingly vulnerable to:

- Encroachment pressures
- Public sensitivity to safety incidents
- Legal and political challenges following accidents

An incident involving a roadway:

- Would involve non-aviation victims

- Would attract significant scrutiny
- Would be difficult to defend if a known safety feature had been removed.

Such an event could trigger restrictions, legal action, or efforts to close the airport.

Impact on Members:

The consequences of closure or restriction include:

- Loss of runway access tied to property value
- Reduced utility of hangars and aircraft ownership
- Long-term degradation of the airpark concept

The financial impact to members could be substantial and irreversible.

7. Recommendation:

Retain and restore the displaced thresholds as previously designed and documented.

Actions:

• Repaint and remark thresholds • Maintain current configuration • Document the decision as:

- o Safety-based
- o Consistent with historical design
- o Protective of both members and the public

8. Closing Statement :

This is not a question of what pilots are capable of doing—it is a question of what the association chooses to be responsible for. Removing the displaced thresholds transfers risk from individual operators (pilots) to the community as a whole, including its leadership and members. In the absence of any operational necessity, the prudent course is clear: Maintain the safety margin, preserve legal defensibility, and protect the long-term viability of the airport. Maintain the existing displaced thresholds and have them repainted on the runway as soon as practical.

Respectfully submitted:

James Vyduna, VASC Airport Manager

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Presentation of this position paper stimulated further discussion, after which President McKee tabled the motion with the intent to gather more information and simplify.

Subsequently a discussion regarding the adequacy of liability and errors and omissions insurance coverage ensued. Director Edwards moved to direct the treasurer to inquire of the corporate insurance provider, Flood and Petersen, regarding including the airport manager under the coverage. Director Bendure seconded the motion, and it was passed unanimously.

7. **Speaker's Corner, or Open Forum:**

No one wished to speak during open forum.

8. **Executive Session**:

The Board voted to enter executive session at 9:10 pm, for the purposes of discussion of a personnel hiring decision.

9. The board re-entered open session at 9:23 pm.

10. Director Alexander moved to hire Ms. Morgan Livingston of Baneberry Bookkeeping on a 90-day trial basis to assist Treasurer Vyduna with bookkeeping tasks. Director Edwards seconded the motion, and it passed unanimously.

11. **The next board meeting** was scheduled for April 16th at 6:00 pm at the Vyduna residence at 15886 Delta Ct, Brighton, CO 80603.

12. **Adjournment**: The meeting was adourned at 9:31 pm.

Addendums:

Addendum 1:

Board Motions and Disposition for Calendar Year 2024:

- **July 15, 2024**: Maureen nominated Charles Elliston to fill the vacant At-Large Director position. Since the position was uncontested, the nomination was accepted unanimously. *(Completed).*
- **July 15, 2024:** Maureen called for a motion to nominate Charles for the position of President. Tom nominated Charles and Buddy seconded the motion. The motion passed unanimously. (*Completed)*
- **July 15, 2024:** Tom proposed a motion to increase the cap for Ron's work by $500.00 monthly. Which will be a total of 1500.00 per month for his continued support. Ed seconded the motion and it was approved unanimously. (*Ongoing.)*
- **July 15, 2024:** Tom proposed a motion, in light of Ron's move to Missouri, for an extra person to help with the Certificates of Deposit and Schwab account rollovers. Maureen volunteered to serve in that capacity going forward. Ed and Maureen will coordinate with Ron to manage the CD investments portfolio to make sure they are properly timed and accounted for. Maureen seconded the motion and it was approved unanimously. (*Completed.)*
- **July 15, 2024:** Buddy made a motion to retract the Board's proposed revision of the Airport Operating Rules and Regulations. Maureen seconded the motion and it passed unanimously. (*Completed.)*
- **August 19, 2024**: The board moved to require formal Adams County approval of a proposal by Adam Vaughn to partner with Rod Woodard to create a drainage system that would spill into the bar ditch on the east side of Fortune Court towards 160th Avenue prior to Architectural Committee approval of the plan. Further, the board directed that Mr. Vaughn should be notified of this decision in writing ASAP. (*Completed.)*
- **September 16, 2024**: Director Cole moved to authorize rental of a handicapped capable Porta-Potty unit for the VASC Annual Picnic/Fly-in. Director Edwards seconded the motion and it was passed unanimously. (*Completed.)*
- **September 16, 2024**: Director Bendure moved for the directors to take two weeks to present the three walking/biking path options suggested by Director Edwards to their constituents for comments or suggestion of improvements. If no significant improvement suggestions are received from the membership by October 1, 2024, Director Edwards will proceed to acquire updated engineering drawings of all three options from Western Engineering and seek contractors willing to make bids for all

three options. Director Edwards will then forward the updated drawings to the members of the board via e-mail before the October meeting, at which the options will be further considered prior to presentation to the full membership for approval at a special meeting. Director Cole seconded the motion, and it was passed unanimously. (*Completed.*)

- **September 16, 2024**: Director Elliston called for adoption of the Approved Vendor Policy that was presented to the board at the August board meeting. Director Edwards moved to accept proposed policy as presented. Director Bendure seconded the motion, and it was passed unanimously. (*Completed*.)
- **September 16, 2024**: Director Cole moved to authorize the purchase of the Owl Meeting device for $1,099.00 from Mr. Jim Vyduna. The device will become the property of VASC. Director Goeritz seconded the motion, and it passed unanimously. For the foreseeable future the board president will maintain custody of the unit. (*Completed*.) Note: Mr. Jim Vyduna has generously volunteered a room in his residence for future board meetings. The room is equipped with a very large screen TV, which will facilitate electronic attendance by Office Manager Stites as well as other Directors who may not be able to attend in person. To facilitate this change, Mr. Vyduna will maintain physical possession of the Owl device for the foreseeable future.
- **September 16, 2024:** Director Edwards moved, and Director Cole seconded the motion to approve an annual subscription with the HOA Start web-hosting service as requested by Director Elliston and Office Manager Stites. The motion passed unanimously. *In progress. Note: HOA Start failed to meet our needs, so we are now developing a website using **EasyHOA** software. It is hoped the new website will be on line for introduction to the membership at the annual membership meeting on January 18th, 2025*. (*Completed*.)
- **October 13, 2024:** Director Goeritz moved to formally appoint Jeanette Vyduna as the VASC Treasurer. Director Bendure seconded, and it passed unanimously. (*Completed.*)
- **October 13, 2024:** Director Bendure moved to authorize Director Goeritz to negotiate with Front Range Asphalt for procurement of a multi-year maintenance contract to include crack filling and seal coating using CDOT approved materials for runway preservation. Director Goeritz seconded the motion and it passed unanimously. Director Goertiz was further instructed to email the board with the results of the negotiations. (*Completed.*)
- **December 5, 2024:** A motion was made and passed unanimously to accept the proposal by Prairie Dog Pros to perform the prairie dog poison application for an amount not to exceed $900. (*Completed.*)
- **December 5, 2024:** Director Edwards moved, and Director Cole seconded a motion to table a discussion of Director Goeritz' desire to rescind the two-proxy limit specified in the bylaws until the next board meeting. The motion passed unanimously. (*Completed via membership ballot to approve amended bylaws issued in October, 2025.*)
- **December 5, 2024:** Director Edwards moved, and Director Bendure seconded a motion, to approve the proposed 2025 budget for presentation to the general membership at the Annual Meeting in January 2025. The motion passed unanimously. (*Completed.*)
- **December 5, 2024:** Director Cole moved, and Director Edwards seconded a motion to adopt the proposed Policy for adopting new rules and policies in compliance with CCIOA requirements. The motion passed unanimously. (*Completed.*)
- **December 5, 2024:** Director Edwards moved, and Director Cole seconded a motion to adopt the proposed policy detailing how board members will resolve conflicts of interests in their board work, in compliance with CCIOA requirements. The motion passed unanimously. (*Completed.*)
- **December 5, 2024:** Director Bendure moved, and Director Edwards seconded a motion to adopt the proposed Dispute Resolution Policy in compliance with CCIOA requirements. The motion passed unanimously. (*Completed.*)
- **December 5, 2024:** Director Edwards moved, and Director Cole seconded a motion to adopt the proposed policy prescribing unit owners' right to inspect and copy corporate documents in compliance with CCIOA requirements. The motion passed unanimously. (*Completed.*)

- **December 5, 2024:** Director Edwards moved, and Director Cole seconded a motion to adopt the proposed amendment to the previously adopted Conduct of Meetings Policy to bring it in line with proposed amendments to the Bylaws. The motion passed unanimously. (*Completed.)*

2025 Year-to-Date Board Motions and Disposition of Same:

- **January 9, 2025:** Director Cole moved, and Director Edwards seconded a motion "To create an ad hoc committee called the Tax Strategy Task Force, to be chaired by John Conroy and populated by volunteers he selects. Said committee will conduct research and seek legal advice from qualified tax and non-profit experts, providing monthly reports to the board, which may be verbal or in writing. The committee will be funded initially with $5000.00 for legal and research fees." The motion passed unanimously. (*Completed via board action to disband the Tax Strategy Task Force per meeting minutes for August 14, 2025*.)
- **January 9, 2025:** Director Edwards moved, and Director Cole seconded a motion to "Approve the proposed bylaw revisions for presentation to the membership for a first reading at the annual meeting, followed by a 30-day comment period, followed by a full membership vote on the website or US Postal Service for our members who prefer working in hard copy." The motion was approved unanimously. (*Completed*)
- **February 11, 2025:** Director Cole moved that the proposed **Policy Prescribing Methodology in Revising Governing Documents** be adopted as presented. Director Goeritz seconded the motion. The motion passed with two votes FOR, no votes opposed, with two board members absent. (*Completed.)*
- **February 11, 2025:** Director Cole moved that the board direct the Governing Documents Review Committee to study the Protective Covenants in detail, with an eye to recommending to the membership that the three-hangered-airplane restriction, along with other inappropriate and unjustifiable rules, be removed from the protective covenants in accordance with the procedure specified in the governing documents and VASC Policy Prescribing Methodology for Amending Governing Documents. Director Goeritz seconded the motion. The motion passed with three votes FOR, and no votes opposed, with two members of the board absent. (*In process.)*
- **March 11, 2025:** Election of board officers for 2025: President, Director Charles Elliston; Vice-president, Director Maureen Bendure; Board Secretary, Member Amanda Donovan; Board Treasurer, Member Jeanette Vyduna. *(Completed.)*
- **March 11, 2025:** Director Edwards moved to give Director Goeritz until March 30th to find someone to farm the land. If no one is found to farm the land before that date, the board will approach Mr. Don Smallwood to plant grass on the property, with the caveat that Mr. Smallwood would be compensated for seed, fuel, fertilizer, and equipment rental, but not for labor, per the VASC Bylaws. Director Bendure seconded the motion, which passed unanimously. (*Completed.)*
- **March 11, 2025:** Director Elliston said that he had been contacted by Adam Vaughn, who is a certified prairie dog applicator to obtain bait and and apply it to remaining active holes under Mr. Vaughn's supervision. The board voted to approve the purchase. *(Completed.)*
- **April 17, 2025:** Director Edwards moved, Director Goeritz seconded, and the board voted unanimously to approve the (proposed Land Use) agreement including the once-per-season seeding provision and that VASC would contract directly with Agfinity for herbicide application. (*Completed.)*
- **May 6, 2025:** Director Edwards moved and Director Hernandez seconded this motion: "President Elliston Shall email all bids in hand to board members for crack seal and Walking path project today by 4 pm and we shall vote electronically by noon tomorrow." Directors Bendure, Edwards, and Hernandez voted in the affirmative, constituting a majority, motion passed. (*Completed*.)
- **May 6, 2025:** President Elliston emailed copies of the bid comparison to all board members at approximately 3:45 pm, May 6, 2025.

  Votes cast via email during evening of May 6, 2025 were:

  Director Bendure: "Option 5" (DC Construction)

Director Hernandez: “Option 5” (DC Construction)

Vote cast via email on morning of May 7, 2025 was:

Director Edwards: “Option 5” (DC Construction)

Director Goeritz did not vote.

Three votes constitute a majority, the measure passed. The board has selected DC Construction to complete the crack-fill operation for calendar 2025. (*Completed*.)

- **June 12, 2025:** Director Edwards moved to formalize the choice of three contractors, , Chavez Construction, DC Construction (the crack-fill contractor), and Harris/Bijou Grading, for submission to the full membership to approve the cost of the project and to select the contractor to do the work. Director Bendure seconded the motion. The motion was passed with four votes (including Director Hernandez’ proxy). Director Goeritz abstained from voting. (*Completed.*)
- **June 12, 2025:** Director Edwards moved to direct President Elliston to contact all 3 contractors to verify they still wanted the job, when they could start work, and how long the job would take. Director Bendure seconded the motion. The motion passed with 4 votes (including Director Hernandez’ proxy) with Director Goeritz abstaining. (*Completed.*)
- **June 12, 2025:** Director Bendure moved to present only the fourth Walk/Bike Path design option, i.e., a ten-foot-wide asphalt path on the north side of the runway, a sixteen-foot-wide path/parallel taxiway on the south side of the runway, rerouting the northwestern-most taxiway to the runup pad instead of the end of the runway, and enlargement of the runup pads on both ends of the runway to the membership for approval. The reasoning is that four configuration options, and three contractor options represented too many choices for presentation to the membership at one time. It is believed that so many choices might discourage some members from voting, and that the voting results might not result in a clear majority for any one option. Director Edwards seconded the motion. The measure passed unanimously. (*Completed.*)
- **June 12, 2025:** Director Bendure moved that the presentation to the membership for a vote on the path project include the information about availability of each of the selected finalist contractors to do the work, as well as the bid price by each contractor be presented to the membership at the time of the vote. Director Edwards seconded the motion, and it passed unanimously. (*Completed.*)
- **June 12, 2025:** After more discussions about the bike path and how to present it to the membership continued, it was decided that only one contractor and one layout be presented to the membership with the membership then voting YES they want it as proposed on NO they do not. Director Edwards moved to authorize up to three (3) electronic meetings to make a final decision regarding the contractor and then to discuss the layout and timeline before presenting it. The electronic meetings will be conducted in accordance with the VASC Conduct of Meetings Policy, and as such will not be impromptu in nature. Director Bendure seconded the motion, and it passed unanimously. (*Completed.*)
- **June 12, 2025:** The board also decided, without a formal motion that the vote on the Walking/Biking Path issues would be a mail-in ballot for all members, rather than the electronic vote using the new website favored by President Elliston. (*Completed.*)
- **June 12, 2025:** President Elliston discussed a proposed amendment to the VASC Conduct of Meetings Policy. This proposed amendment was presented to the board for board consideration with the meeting agenda ten (10) days prior to this meeting. The proposed amendment adds a requirement for minutes of all meetings of the board and membership to be recorded and posted to the membership via email, to the website, and to the corporate document archives with specific time frames for each posting. President Elliston said that this provision should have been included in the original version of the policy, but was inadvertently omitted. Director Edwards offered a motion to approve the amended policy as presented. Director Bendure seconded the motion which passed unanimously. (*Completed.*)
- **June 12, 2025:** Mr. Vyduna also informed the board that he had previously installed, on a trail basis, a new faster Wi-Fi router by Verzion in the fuel facility building. The Wi-Fi router is an integral part of our credit card processing system. He stated that the router had much higher data throughput capability

than the old Comcast system and that a Verizon account was considerably less expensive. Mr. Vyduna asked the board to approve the cancelation of the Comcast service and change to Verizon on a permanent basis. Director Edwards moved to cancel Comcast and move to Verizon. Director Bendure seconded the motion, which passed unanimously. (*Completed.*)

- **August 14, 2025:** Director Edwards moved to direct Office Manager Stites to contact Altitude Law, our HOA legal counsel, with instructions to draft an update to our Collections Policy incorporating changes to the Colorado Common Ownership Interest Act that were enacted by the Colorado legislature to go into effect on October 1, 2025, for the price of $350.00. Director Goeritz seconded the motion. The motion was approved unanimously. (*In process*.)
- **August 14, 2025:** Director Edwards moved to authorize Office Manager Stites to confer with Altitude Law regarding filing a lien against the property of one member who is more than a year overdue in assessments. Director Goeritz seconded the motion. The motion passed unanimously. (*Completed*.)
- **August 14, 2025:** Director Edwards moved to disband the VASC Tax Strategy Committee and incorporate that function into the Investment Committee. Director Goeritz seconded the motion. The motion passed unanimously. (*Completed.*)
- **August 14, 2025:** Director Edwards moved to defer action on the proposed Guidelines for Volunteer Committees policy until the next monthly meeting in order to give the absent board members and opportunity to express their opinions on the subject. Director Goreitz seconded the motion. The motion carried. (*In process.*)
- **August 14, 2025:** Director Edwards moved to hire one or our members who is a state-certified applicator to eradicate the prairie dogs using poison bait as soon as it is legal to do so. Director Goeritz seconded the motion. The motion passed unanimously. (*Completed.*)
- **September 16, 2025:** Director Edwards moved to strike Question 3 (the proposal to increase the required quorum size) from the version of the proposed Bylaw amendments to be presented to the membership for ratification. The reasoning was that such a high quorum might prove difficult to achieve, given the poor attendance at annual and special membership meetings of late. Director Hernandez seconded the motion, and it was passed unanimously. (*Completed*.)
- **September 16, 2025:** Director Edwards offered a motion to direct the GDRC to include a provision in the bylaws authorizing the board to expend emergency funds on an as-needed basis from the reserve fund. The reasoning is that the current bylaws fail to address such contingencies, and in some circumstances, it may be necessary for the board to exercise such authority to avoid higher costs to the membership later. Director Bendure seconded the motion, and it was passed unanimously. (*In Process*.)
- **September 16, 2025:** Director Edwards offered a motion to approve the Bylaw amendments as presented to the board, and as amended at this meeting for presentation to the membership for a mail-in ballot as soon as possible. Director Hernandez seconded the motion, and it was passed unanimously. (*Completed.)*
- **September 16, 2025:** Director Edwards offered a motion to direct President Elliston to solicit additional bids and fee schedules from several local HOA management providers for secretarial and accounting services. Director Bendure seconded, and the motion passed unanimously. (*In Process*.)
- **September 16, 2025:** Director Edwards offered a motion to authorize an ad hoc committee to investigate the cost and process for installing "No Trespassing" signs around the VASC compound. Director Edwards volunteered to chair the committee and populate it with volunteers from the corporate membership. Director Hernandez seconded the motion, and it was passed unanimously. (*In Process*.)
- **September 16, 2025:** Director Edwards moved that the board direct the Common Area Committee to conduct a search of local fencing companies to solicit bids for construction of fencing in the vulnerable areas. Director Bendure seconded the motion and it was passed unanimously. *(Rescinded per board meeting minutes for October 29, 2025*.)

- **October 29, 2025:** Director Edwards offered a motion to direct President Elliston to purchase steel fence posts in sufficient number to erect a barrier (with reflectors) to prevent vehicular traffic from crossing onto the property on the curve of 160th where there is no bar ditch. Director Bendure seconded the motion and it passed without objection. (*In process*.)
- **October 29, 2025:** Director Hernandez offered a motion to direct the Fuel Facility Committee to explore other options for acquiring bulk fuel, including contacting a vendor recommended by Mr. Adam Vaughn, as well as exploring the possibility of installing additional fuel storage capacity which would enable us to purchase fuel cost-effectively independent of cooperative purchase arrangements with other local fuel consumers. Director Edwards seconded the motion, and it passed unanimously. (*In process*.)
- **October 29, 2025: Director** Edwards offered a motion to direct Fuel Facility Chair Jim Vyduna to look into every possible option to locate a bulk fuel supplier other than Platte Valley Airpark. Director Bendure seconded the motion, and it was passed without objection. (*In process*.)
- **October 29, 2025:** Director Edwards offered a motion to create an ad hoc committee to begin formal planning for the future VASC Equipment Storage Building/Community Events Center/Corporate Office, naming President Elliston as the committee chair, who will populate the committee with additional community volunteers. Director Bendure seconded the motion, and it passed without objection. (*Completed.*)
- **October 29,2025:** Director Hernandez offered a motion to instruct Office Manager Stites to not send a proposed payment plan to the delinquent member this month, in favor of allowing a board member to speak personally with the individual in question in an effort to resolve the issue amicably. If the personal contact initiative fails, a payment plan letter will be sent to the delinquent member at the end of November. Director Edwards seconded the motion, and it passed without objection. (*Completed*.)
- **November 20, 2025:** Director Edwards moved to extend the bylaw amendment approval election time window to December 31st, 2025, to give board members time to contact the members who did not vote and encourage them to take an active part in the self-governance process by voting. Director Bendure seconded the motion, and it passed unanimously. At the end of the extended balloting period, the Vote Counting Committee will meet again and count the existing returned ballots in addition to the newly received ballots. (*Completed*.)
- **November 20, 2025:** Director Edwards moved to approve the proposed Guidelines for Volunteer Committees document as presented. Director Hernandez seconded the motion, and it was passed unanimously. (*Completed*.)
- **November 20, 2025:** Director Hernandez moved to create an ad hoc committee to interact with Adams County planning authorities to seek a one-time blanket amendment to the county's variance policy to increase lot coverage allowance to 20%. An additional element of the motion would authorize the committee to spend up to $5,000.00 of currently budgeted funds to defray costs for legal counsel and assistance in dealing with the county. Director Bendure seconded the motion, and it passed unanimously. (*In process*.)
- **November 20, 2025:** Director Edwards moved to locate the proposed Tractor Shed/Community Center on the recently acquired five (5) acre plot on the northeast corner of Harvest Rd and 156th Ave. Director Hernandez seconded the motion, and it passed with four (4) affirmative votes and one (1) dissenting vote. (*In process*.)
- **December 18, 2025:** Director Hernandez offered a motion to increase the current budget by three percent (3%) for presentation to the membership at the annual meeting on January 25, 2026. Director Bendure seconded the motion, and it passed unanimously. (*In process*.)
- **December 18, 2025:** Director Hernandez offered a motion to engage AdvanceHOA to provide secretarial, bookkeeping, and web portal services for a trial period of six months. Director Bendure seconded the motion, and it was passed unanimously. (*Completed*.)

2026 Year-to-Date Board Motions and Disposition of Same:

- **January 25, 2026:** Member Don Watkins moved to approve the 2026 VASC budget as presented. The motion was seconded by Member Solomon Kirkpatrick. The motion was approved unanimously. (*Completed*.)
- **February 18, 2026:** Director Maureen Bendure nominated Director Eli McKee to serve as the board's new president. Director DJ Hernandez seconded the nomination. Director McKee was unanimously elected to the position of board president for the 2026 board year. (*Completed*.)
- **February 18, 2026:** Director Bendure nominated Director DJ Hernandez to serve as the board's new vice-president. Director McKee seconded the nomination. Director Hernandez was unanimously elected to serve as the board vice-president for the 2026 board year. (*Completed*.)
- **February 18, 2026:** Ms. Jeanette Vyduna, currently serving as board treasurer, was unanimously reappointed to the treasurer position for the 2026 board year. (*Completed*.)
- **February 18, 2026:** Former board president, Mr. Charles Elliston, currently serving as acting board secretary was unanimously appointed to the secretary position for the 2026 board year. (*Completed*.)
- **March 31, 2026:** Director Edwards moved to direct the treasurer to inquire of the corporate insurance provider, Flood and Petersen, regarding including the airport manager under the coverage. Director Bendure seconded the motion, and it was passed unanimously. (*In process.*)
- **March 31, 2026:** Director Alexander moved to hire Ms. Morgan Livingston of Baneberry Bookkeeping on a 90-day trial basis to assist Treasurer Vyduna with bookkeeping tasks. Director Edwards seconded the motion, and it passed unanimously. (*Completed.*)

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