

Meeting Minutes

VAN AIRE SKYPORT CORPORATION BOARD OF DIRECTORS Monthly Meeting on December 18, 2025

The meeting was held at the home of Jim and Jeanette Vyduna at 15886 Delta Court, Brighton, CO, on December 18, 2025.

Present at the Meeting were:

- **Board Members:**
 - Director Maureen Bendure, Vice-President (1B) (Term expires at end of 2025)
 - Director Charles Elliston, President (Director At-large) (Term expires at end of 2025)
 - Director D.J. Hernandez (1A) – (Term expires at end of 2026)
 - Treasurer Jeanette Vyduna
 - Office Manager Ron Stites, Stites & Associates, LLC (attending electronically) (plans to retire at end of 2025)
- **Guests:** (Indicate the names of guests in attendance.)
 - Fuel Committee and Investment Committee chairman, Mr. Jim Vyduna
 - Governing Document Review Committee Member, Mr. Don Watkins
 - Ms. Kimberly Aiken, representative of AdvanceHOA. (Attending electronically)
 - Mr. Bryan Hegarty and Ms. Stacey Hegarty of Hegarty Investment Logic LLC to interview as investment advisors.
 - Member Mr. John Conroy.

NOTE: Everyone was advised that all aspects of the meeting are being video and/or audio recorded.

1. President Elliston called the meeting to order at 6:02 pm.

2. President Elliston:

- verified that meeting notice was issued in accordance with the bylaws,
- conducted the roll call,
- verified that a quorum was present, (three directors are required to be present in person or electronically for a quorum)
- verified that the previous month's meeting minutes had been approved via email.

3. **President's Report:** (To respect the members' time, this report was presented in written form only.)

- A. The Walking/Biking Path is more complete. Jerry Gesieke completed modifications to the culvert under the taxiway north of the fuel facility on December 10. He is expected to begin seeding operations of the path backfill and the common area soon.
- B. The proposed bylaw amendment ballot submission period has been extended to December 31, 2025, due to low participation prior to the previous deadline. If enough ballots are received to achieve the necessary 50%-plus-one approval majority is received by the new deadline, a ballot-counting meeting will be scheduled. Otherwise, the previous, outdated and conflicting bylaws will be retained except for the sections that require modification to comply with the Colorado Common Interest Ownership Act (CCIOA).
- C. Prairie dog mitigation continues. Holes that remain active will be retreated on an as-needed basis until the end of February, 2026.
- D. The Brighton Recreation Center will host the 2026 VASC Annual Membership meeting scheduled for 1:00 pm on Sunday, January 25, 2026.

-End of Report-

4. Ms. Kimberly Aiken, representing AdvanceHOA, attended the meeting electronically and spent approximately an hour presenting the extent and scope of secretarial and bookkeeping services, as well as the features of AdvanceHOA's web portal and how their use could enhance communication with the membership, paying assessments online, online voting and reducing the workload of board officers with regard to secretarial and bookkeeping tasks. It is anticipated that your board will need such services to perform the duties currently being done by Office Manager Ron Sites, who is retiring after the annual membership meeting in January.

5. Mr. Bryan Hegarty of Hegarty Investment Logic LLC then spent about an hour presenting an overview of his organization's ability to help the Investment Committee with its task of investing excess funds responsibly, and answering numerous questions asked primarily by the Investment Committee chairman, Mr. Jim Vyduna.

6. **Treasurer's Report:**

- Treasurer Vyduna and Office Manager Stites
 - Treasurer Vyduna and Office Manager Stites briefed the board on the proposed 2026 budget, and anticipated impacts of recent and projected

monetary inflation, and how that would affect the proposed 2026 VASC budget. 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.

7. Committee Reports:

- **Adams County Interface Committee:** DJ Hernandez and others yet to be determined.
 - Director Hernandez briefed the board stating that he had established amicable contact with an official at the Adams County Planning and Development Department who advised him that the department was in the process of amending the county standards to increase allowable surface coverage by hangars at Van Aire, among other things.
- **Architectural Control Committee:**
Tom Alexander, John Conroy, Tom Edwards, and Maria Riehl.
 - No report was presented.
- **Audit Committee:**
Linda Alexander, Maureen Bendure, Nancy Flanigan, Helen Gaines, and Wendy Odenbrett.
 - No Report was presented.
- **Common Area Committee:**
Terry Jackson, Vince Phelps, Charles Elliston, Carl “Buddy” Goeritz.
 - No report was presented.
- **Governing Document Review Committee:**
Carl Goeritz, Don Watkins, Charles Elliston
 - No report was presented.
- **Fuel Facility Committee:**
Jim Vyduna, Charles Elliston, John Conroy, Charles Elliston, and Wayne Henke.
 - Fuel Committee Chair, Jim Vyduna updated the board regarding progress with investigation of the possible acquisition of a larger aviation fuel storage tank and alternative fuel suppliers. He indicated that one contractor had recently presented an initial offer to install an

additional fuel tank with a capacity of 10,000 gallons with associated plumbing for approximately \$240,000. This addition would be considered a capital asset purchase which would be paid for with Oil and Gas money, not membership assessments. It would substantially increase our insulation from fuel shortages due to delivery delays, as well as provide options for transitioning from 100LL fuel to 100NL fuel when the new fuel becomes available and is eventually mandated by law. It would also allow us to purchase fuel in larger quantities with associated volume discounts and thereby reduce fuel costs for our active flying members.

- **Investment Committee:**

Director Maureen Bendure, Terry Jackson, Jim Vyduna, Treasurer Jeanette Vyduna, and Office Manager Ron Stites (Mr. Stites is NOT a voting member of the committee. He serves in an advisory capacity only.)

- Due to the time invested in hearing the presentations by Hegarty and Co. and the extensive question and answer period, no Investment Committee report was presented.

- **Nominating Committee:**

Director Maureen Bendure, Director Tom Edwards, and Kathy McGurran.

- No report was presented.

- **Runway/Facility Committee:**

Vince Phelps, Charles Elliston, Wayne Henke, John Conroy, Leon Brodie, Buddy Goeritz

- No report was presented.

- **Oil and Gas Committee:**

Don Smallwood, John Allison

- No report was presented.

8. **Old Business:**

- 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.
- The board decided to await additional information from Hegarty Investment Logic prior to making a choice between Mr. Hegarty's firm

and JP Morgan or Charles Schwab regarding hiring a fiduciary to assist the Investment Committee with their work.

9. New Business:

- No new business was discussed.

10. Speaker's Corner, or Open Forum:

- Mr. John Conroy addressed the board expressing concern that the board had not communicated adequately with the membership regarding the decision-making process to site the proposed for the Equipment Storage Facility/Community Center on the five-acre plot at the corner of Harvest Road and 156th Avenue. The board agreed that this was an oversight and committed to correcting the error ASAP.

11. The next board meeting will be scheduled after the election of new board members at the annual meeting on Sunday, January 25, 2026 at 1:00 pm at the Brighton Recreation Center.

12. Adjournment: The meeting was adjourned at 8:32 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 trial basis, a new faster Wi-Fi router by Verizon 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. *(Completed.)*
- **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. *(In process.)*
- **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.*)

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