<u>MEETING MINUTES</u>

VAN AIRE SKYPORT CORPORATION BOARD OF DIRECTORS
Monthly Meeting on April 16, 2026

1. The meeting was called to order by President McKee at 6:02 pm at the home of Jim and Jeanette Vyduna at 15886 Delta Court, Brighton, CO.

2. Secretary Elliston:

- advised everyone that the meeting was being audio recorded.
- verified that meeting notice was issued in accordance with the bylaws;
- conducted the roll call;
  - Director Tom Alexander, (2B), Term expires at end of 2027) - **Present**
  - Director Maureen Bendure, (1B) (Term expires at end of 2027) - **Present**
  - Director Tom Edwards (2A) (Term expires at end of 2026) - **Present**
  - Director D.J. Hernandez, Vice-president (1A) – (Term expires at end of 2026) - **Present**
  - Director Eli McKee, President (Director At-large) (Term expires at end of 2027) – **Present**
  - Treasurer Jeanette Vyduna - **Present**
  - Secretary Charles Elliston- **Present**
- **Guests**:
  - Regular attendee, and Fuel Committee and Investment Committee member, Jim Vyduna. - **Absent**
  - Regular attendee, and Governing Document Review Committee Member, Carl "Buddy" Goeritz. - **Present**
  - Regular attendee, and Governing Document Review Committee Member, Don Watkins - **Present**
  - Ms. Morgan Livingston of Baneberry Accounting.
  - Member Adam Vaughn joined the meeting at 6:45 pm.

- Secretary Elliston verified that a quorum was present, (three directors are required to be present in person or electronically for a quorum); and called for a motion to approve the previous month's meeting minutes.
- Director Edwards moved to approve the previous meeting's minutes as presented. Director Hernandez seconded the motion. It passed unanimously.

3. President's Report:

- President McKee recounted that the board had voted at the previous meeting to retain Ms. Morgan Livingston of Baneberry Accounting to serve as the board bookkeeper on a trial basis to assist Treasurer Vyduna with her duties, and that Ms. Livingston was in attendance to meet the board.

- He also noted that "Low Flying Aircraft" signs had been placed on the roadways near the runway ends and thanked Member Jim Vyduna in absentia for his efforts in getting that accomplished.

4. **Treasurer's Report**: Treasurer Vyduna

- Treasurer Vyduna briefed the board extensively regarding the status of annual assessment payments; there is currently one assessment that is ¾ paid, five that are ½ paid, and five that remain unpaid. She also advised the board that the final installment of $1,250 had been paid to Armstrong Engineering (now known as Lochner) of $5,000.00 for a study of the displaced thresholds that had been commissioned by the board in June of 2023.
- She mentioned that the property taxes had been paid on the recently acquired 5-acre and 17-acre properties.
- Secretary Elliston informed the board that he had filed applications with the Adams County Assessors office for property tax exemptions on those two properties based on our status as a 501 – c (7) tax exempt non-profit. He stated that he also filed applications for refunds on taxes already paid on those properties. Director Alexander expressed his doubts that the county would grant the requested exemptions and refunds.
- The discussion then moved to the details of Ms. Livingston's bookkeeping arrangement and the transition to QuickBooks online for future accounting and budget management. This was also recommended by Ron Stites our former office manager.

  Director Edwards moved that the board purchase a subscription to QB Online for Ms. Livingston to use exclusively for her management of Van Aire Skyport Corporation's bookkeeping procedures. The cost will be $80.50 monthly, or $869.40 annually, plus a one-time $3,000 charge by Ms. Livingston for her time used in learning the new system. Director Bendure seconded the motion, which passed unanimously.

  It was also decided that Ms. Livingston should be given access to the vanaire@outlook.com email account and to create a new vanaireskyport@gmail.com account. Treasurer Vyduna stated that to be effective in the bookkeeping role, Ms. Livingston would also need the ability to monitor, but not act on, the VASC AHT accounts to reconcile credit card payments with Bank of Colorado and Charles Schwab. Director Alexander moved to approve that access suggestion. Director Edwards seconded the motion, which passed unanimously.

5. **Bookkeeper's Report:**
    - Ms. Livingston briefed the board in detail on the corporation's overall financial status including profit and loss statements and budget maintenance *status.*
    - Following Ms. Livingston's briefing, the question came up about the adequacy of VASC's liability insurance coverage.
    - Director Edwards moved, and Director Alexander seconded a motion to increase our liability coverage limits to $10 million - $5 million per occurrence at a quoted increase of annual premium of approximately $2,500 per year, or $10,000 total. The motion passed unanimously.
    - Treasurer Vyduna stated that we had recently received several requests from mortgage companies for a large number of VASC proprietary documents as part of the mortgage issuing process for folks purchasing homes at Van Aire. Disclosure of these documents is now required under a recent change Colorado Revised Statute 38-33.3, also known as the Colorado Common Interest Ownership Act or CCIOA. (Fortunately, over the last two years, the board had the foresight to approve the creation and adoption of these documents, so now they are on hand and ready to go.) She stated that former office manager Ron Stites had been charging for these services, and she wondered if the board thought it would be appropriate to continue charging for such services since they are becoming more numerous and require more work on the part of the treasurer and secretary who are unpaid volunteers.

      Director Alexander offered a motion to approve charging title companies $300.00 to fulfil CCIOA mandated information requests, and $50.00 for HOA status letters. Director Hernandez seconded the motion, and it was passed unanimously. Collaterally, President McKee instructed Secretary Elliston to forward the folder containing all the required documents to him, to help reduce the secretary's workload.

      Lastly, there was discussion of the invoice submitted by Jerry Gieseke, the farmer who is seeding and haying the recently purchased land parcels. It was paid in full.

6. **Secretary's Report**: Secretary Elliston

- Secretary Elliston briefed the board on recent efforts to create a new VASC web site, and secure web hosting services with a new provider. He stated that recent problems with administering the current web site indicated that the hosting service was not maintaining their service, and were not responsive to either phone calls or emails by either himself or Treasurer Vyduna. His concern is that our current website may be discontinued without notice soon. He reminded the board that he and former office manager Ron Stites had spent considerable time attempting to locate an HOA specific website and hosting company without success for over a year and a half. He also advised the board that he had very recently attempted to build a website himself using the hosting service "GoDaddy.com", but had insufficient skill and experience to do so in the contemporary web environment. Consequently, he contacted a professional website builder and received a proposal to build a new website that would be fully controlled by VASC for $5,500.00 up front, and $100.00 per month for the first twelve months of service. It is anticipated that after the first twelve months the website will need less tweaking and only occasional on-demand help from the web builder. He requested the board to approve this expenditure so work on the new website could begin. Member Adam Vaughn expressed concern about the coding language being used by the web hosting service that was recommended, and volunteered to evaluate that aspect of the service before we contracted for it.

  Director Hernandez moved and Director Alexander seconded a motion to approve $6,700.00 for web builder Shannon McDowell, of The Pro-Ad Shop, to build a new VASC website and arrange for webhosting as long as the host coding is acceptable to Member Adam Vaughn (who raised a question as to the nature of the coding). The motion passed unanimously.

6. **Airport Manager's Report:** Airport Manager Jim Vydna

- Airport Manager Vyduna was absent. Secretary Elliston reiterated the earlier statement that "Low Flying Aircraft" signs had been installed on the roadways approaching the runway ends by the county.
- Director Alexander suggested the board should provide a written job description for the Airport Manager position. There was general agreement with this idea.
- Next, Director Hernandez offered and Director Alexander seconded a motion directing the Airport Manager to contact the FAA and remove the references

to displaced thresholds from the FAA Airport Master Record, with the expectation that the issue will be revisited after the runway extensions are completed. The motion passed unanimously.

7. **Committee Reports:**
   - **Adams County Variance Interface Committee:** (Ad hoc commitee) Director DJ Hernandez; Solomon Kirkpatrick; Tom Peraro. No Report was offered.

   - **Architectural Control Committee:** (Standing committee) Director Tom Edwards; John Conroy; Director Hernandez; Soloman Kirkpatrick; Maria Riehl. There was a short discussion of a VASC residence that has an excessive number of old cars parked on the property. The prohibition from parking many vehicles was removed from the protective covenants many years ago, so the board no longer has jurisdiction on this issue. It was suggested that a complaint to the county by a neighbor would likely yield the desired result of removing the offending vehicles. President McKee said he would contact the owner for a conversation on the matter.

   - **Audit Committee:** (Standing committee) Linda Alexander; Director Maureen Bendure; Nancy Flanigan; Helen Gaines; Wendy Odenbrett. No report was offered.

   - **Common Area Committee:** (Standing Committee) Charles Elliston; Terry Jackson; Vince Phelps; Don Watkins. Secretary Elliston requested that he be removed from the committee. There was also a brief discussion of the previous seeding of the entire common area to attempt to choke out the weeds with more desirable and attractive grasses.

   - **Equipment Storage /Community Events Center/Corporate Office Building Committee:** (Ad hoc committee) Carl “Buddy” Goeritz; Don Watkins. Member Goeritz reiterated his previously voiced concern that the board should consider other alternative sites for the proposed facility prior to the decision to locate the facility on the Green Estates five-acre plot. He then suggested that the property of recently deceased Buck Rennick would be an excellent alternative to the five-acre plot. President McKee reminded Mr. Goeritz that Mr. Rennick’s hangar door was too short to accommodate the corporation’s Kubota tractor, that the house would require extensive modification to accommodate the full complement of Van Aire residents for a community meeting, and that there was insufficient off-street parking to accommodate anticipated meeting attendees. Mr. Goeritz reiterated his desire that alternative sites should be investigated and that the membership should have a vote on which site is ultimately chosen. President McKee advised Mr. Goeritz that the membership would vote on the final plan, including the site, when the final plans are submitted to the membership for the expenditure.

- **Fuel Facility Committee:** (Standing committee)
  Charles Elliston; John Conroy; Jim Vyduna; Wayne Henke. Secretary Elliston reported that an aviation fuel delivery had been received on the previous Tuesday morning. Treasurer Vyduna stated that the price to the membership for the freshly delivered fuel worked out to $5.709 per gallon, up $1.25 from the last delivery. This led to a discussion of the proposed acquisition of additional aviation fuel storage capacity. Member Adam Vaughn stated that he had learned from a fuel tank manufacturer called Mills Equipment in Commerce City, Colorado that we could purchase a new tank for about $35,000.00. He volunteered to provide concrete and excavation services to create the pad and pedestal for the tank and suggested that volunteers from VASC could complete the plumbing installation for much less than the $250,000.00 bids we had previously received from dedicated fuel system providers. Mr. Vaughn agreed to determine regulatory requirements. Secretary Elliston volunteered to query Adams County Planning and Development Department to determine if the existing conditional use permit will cover the new tank or if a new CUP application will be required. Secretary Elliston suggested that Mr. Vaughn be added to the Fuel Facility Committee because of the interest he expressed by attempting to find alternative sources for the proposed new fuel tanks. Mr. Vaughn agreed to serve with the committee.

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

- **Investment Committee:** (Standing committee)
  Director Maureen Bendure; John Conroy; Jim Vyduna; Treasurer Jeanette Vyduna; Don Watkins. Treasurer Vyduna advised the board that several CD's had matured and those funds had been reinvested in new CD's. The process of reinvesting maturing CD's is a primary function of the Investment Committee. Discussion also centered on revising the VASC Investment

Policy to permit limited investment of Unrelated Business Income monies in investment vehicles with greater return-on-investment potential than is possible exclusively with government insured investments, i.e., CD's. The board agreed that this should be accomplished as much as possible within the constraints of existing IRS and Colorado non-profit rules.

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

- **No Trespassing Sign Committee Report:** Director Tom Edwards (Ad hoc committee) – Per board motion at September 16, 2025, monthly meeting. Director Edwards stated that no action had been taken on this project, other than several residents indicating they had no objection to such signs being erected on their property lines, since the last board meeting.

- **Oil and Gas Committee:** (Ad hoc committee)
  John Allison; Don Smallwood. No report was offered. It was suggested that the board specifically request Mr. Smallwood to attend the next board meeting to give a report on the status of existing leases.

- **Runway/Facility Committee:** (Standing committee)
  John Conroy; Leon Brodie; Wayne Henke; Buddy Goeritz; Vince Phelps. No report was offered.

- **Rezoning Committee:**
  Charles Elliston. (10 Minutes.)
  - Secretary Elliston requested that the committee be disbanded because if the applications to the county for exemptions and rebates on on property taxes are approved as expected, there will be no further need to request rezoning of the 5-acre Green Estates property.

8. Old Business:

- No old business was discussed.

9. New Business:

- Director Edwards stated that Mr. Goeritz had done excellent work in creating drawings of a proposed equipment storage/community center building. He further suggested, and the board agreed, that a portion of each future board meeting should be devoted to a brainstorming session to determine precisely what the membership desires and expects regarding goals for the new storage shed/community center structure. Board members should bring ideas to the meetings for consideration. At the moment, current ideas include a heated, lighted storage facility/maintenance area for the mowing and snow removal equipment; a meeting hall large enough to accommodate annual and special membership meetings with audio/visual support; a "secretary/treasurers" office to provide a workspace and storage area for all VASC proprietary and historical documents; and perhaps a dedicated board meeting room with audio/visual support to enable remote attendance and display financial and other documents during briefings and discussions.

10. Speaker's Corner, or Open Forum:
No one wished to speak.

11. Executive Session:
Executive session was not required.

14. The next board meeting was scheduled for May 19, at 6:00 pm at the Vyduna's residence.

15. Adjournment: The meeting was adjourned at 8:02 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 suggestions 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*.)
- **August 14, 2025:** At this meeting, the board engaged in discussion regarding the position of Airport Manager. Previously, the board president inherited the de facto title on the FAA Airport Data Master Record of airport manager, without formal appointment by the board. The title had been unchanged on the FAA Airport Master Record for nearly a decade, despite the position of board president changing hands numerous times. To achieve greater continuity of responsibility and minimize changes requiring notification of the FAA, at this meeting, the board agreed, without a formal motion, to appoint Member Jim Vyduna to the position indefinitely. (*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 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.*)
- **April 16, 2026:** Director Edwards moved that the board purchase a subscription to QuickBooks Online for Ms. Livingston to use exclusively for her management of Van Aire Skyport Corporations bookkeeping procedures. The cost will be $80.50 monthly, or $869.40 annually, plus a one-time $3,000 charge by Ms. Livingston for her time used in learning the new system. Director Bendure seconded the motion, which passed unanimously. (*In Process.)*
- **April 16, 2026:** Director Alexander moved to approve access for Ms. Livingston to monitor our accounts and reconcile credit card payments at Bank of Colorado and Charles Schwab, to assist in her bookkeeping duties. Director Edwards seconded the motion, which passed unanimously. (*In Process.*)
- **April 16, 2026:** Director Edwards moved, and Director Alexander seconded a motion to increase our liability coverage limits to $10 million - $5 million per occurrence at a quoted increase of annual premium of approximately $2,500 per year, or $10,000 total. The motion passed unanimously. (*In Process*.)
- **April 16, 2026:** Director Alexander offered a motion to approve charging title companies $300.00 to fulfil CCIOA mandated information requests, and $50.00 for HOA status letters. Director Hernandez seconded the motion, and it was passed unanimously. (*Completed.*)
- **April 16, 2026:** Director Hernandez moved and Director Alexander seconded a motion to approve $6,700.00 for web builder Shannon McDowell, of The Pro-Ad Shop, to build a new VASC website and arrange for webhosting as long as the host coding is acceptable to Member Adam Vaughn (who raised a question as to the nature of the coding). The motion passed unanimously. (*In Process*.)
- **April 16, 2026:** Director Hernandez offered and Director Alexander seconded a motion directing the Airport Manager to contact the FAA and remove the references to displaced thresholds from the FAA Airport Master Record, with the expectation that the issue will be revisited after the runway extensions are completed. The motion passed unanimously. (*In Process*.)

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