Meeting Minutes

VAN AIRE SKYPORT CORPORATION BOARD OF DIRECTORS
Monthly Meeting, May 19, 2026

The meeting was held at the home of Jeanette and James Vyduda at 15886 Delta Court, Brighton, CO. It was called to order at 6:07 pm by President Eli McKee.

- **Board Members:**
  - Director Tom Alexander, (2B), Term expires at end of 2027) - Absent
  - 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.
  - Regular attendee, and Governing Document Review Committee Member, Carl “Buddy” Goeritz.
  - Morgan Livingston of Baneberry Bookkeeping
  - Members Brandon Jewett and Rusty Lewis joined the meeting at 7:15 pm.

NOTE: Everyone present was advised that all aspects of the meeting was being audio recorded.

1. **Secretary Elliston**:
   - verified that meeting notice was issued in accordance with the bylaws;
   - conducted a roll call;
   - 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 and Director Bendure seconded the motion. It passed unanimously.

2. **President's Report**:

President McKee listed two areas of concern. The first was regarding confusion regarding late payment of assessments and the late fee policy.

- The current late fee policy ($25 fee after April 25th plus a potentially unclear 8% annual charge) was identified as a concern.
- A proposal was made to simplify the policy to a flat $25 late fee for each month an account is overdue, with a due date of the 15th day of the month. The board's authority to change this policy needs to be researched and clarified.
- Director Edwards moved to direct President McKee to research the correct procedure to adopt a new policy regarding collection of late fees on overdue assessments. Director Hernandez seconded the motion, and it passed unanimously.
- President McKee's second concern was weeds growing through the new runup pad and northside walking/biking path. Director Hernandez stated that he had contacted the asphalt contractor for remediation. He stated that the contractor had agreed to visit Van Aire on 5/20/2026 (the day after the meeting) to assess the situation.

4. **Treasurer's Report**: <u>Treasurer Vyduna</u>

- Treasurer Vyduna briefed the board regarding an increase in liability insurance coverage; oil and gas payments; compensation paid to former officer manager Ron Stites for his last three-months work; and investment committee purchases of new CD's to replace those that had matured. She also stated that the conversion to QuickBooks Online had been completed by VASC Bookkeeper, Morgan Livingston, allowing members to pay their assessments using bank-to-bank (ACH) transfers (with a 1% fee passed on to the payer). Lastly, she stated that she had received confirmation from the state that our application for tax relief on the newly acquired acreages had been received and was under consideration.
- Bookkeeper Livingston then presented the board with copies of the year-to-date balance sheet, profit and loss statement; oil and gas receipts; and statement of cash flows.
- Treasurer Vyduna asked if the farmer's seeding project costs should be defrayed by operating funds or capital acquisition funds. The board was in general agreement that since the seeding was for recently acquired capital assets, it too should be paid for with capital acquisition (unrelated business income (oil and gas)) funds as well.
- Treasurer Vyduna requested that the board consider purchasing a new file cabinet because the current file cabinet was beginning to fall apart. Director

Edwards moved for the board to approve the purchase of two new file cabinets to replace the old one for storage of VASC corporate documents. Director Bendure seconded the motion, and it passed unanimously.

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

- Secretary Elliston and Member Jim Vyduna demonstrated a preliminary version of the new website. The board seemed pleased with the results, so far. A question regarding the "vanaireskyport.org" domain name was answered by stating that it is not currently owned by VASC, but that it will expire in December 2026, at which time we will attempt to acquire it. Eventually, all VASC owned domain names – "vanair.org" and "co12.org" – will be merged and point to the new website.
- Secretary Elliston also presented the board with an email message from Member Don Watkins who was unable to attend the meeting. Mr. Watkins asked the board to consider creating a policy or amending the bylaws and/or the covenants to permit the board to ensure that either VASC property owners would be required to restrict sales of their real property at VASC to pilots, or to create a means by which VASC could obtain "first right of refusal" if any property owner should decide to sell, thereby allowing the property owner to sell their property but also permit VASC to ensure that the property is eventually owned by a pilot. Now, approximately ten properties are owned by non-pilots. During the discussion, issues such as financial risks to the corporation by purchasing such properties for resale, and the appropriateness or lack thereof associated with retroactive new rules. Examples of other HOA's, including private airport associations who have such rules were presented to demonstrate that it apparently is legal and possible to impose such rules. In conclusion, Director Edwards moved to instruct Director Hernandez to create a prospective "pilots only" policy for future purchasers of VASC property for board consideration. Director Bendure seconded the motion, and it passed unanimously.

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

- Airport Manager Vyduna briefed the board on a conversation he had with ATC at DIA to permit them to place Van Aire's runway on their list of emergency landing areas for pilots experiencing inflight difficulties requiring immediate landing. The board agreed with this idea as long as ATC was aware of our runway length and weight-bearing capacity limitations.

7. **Committee Reports:**

- **Adams County Variance Interface Committee:** (Ad hoc committee) Director DJ Hernandez; Solomon Kirkpatrick; Tom Peraro. The process is still pending with Adams County, no new information was presented.

- **Architectural Control Committee:** (Standing committee) Director Edwards; John Conroy; Director Hernandez; Soloman Kirkpatrick; Maria Riehl. No report was presented.

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

- **Common Area Committee:** (Standing Committee) Terry Jackson; Vince Phelps; Don Watkins. President McKee volunteered to join the committee. Since Vince Phelps has placed his property up for sale, it is assumed he will no longer participate in the committee. Also, President McKee said he would ask Terry Jackson if he intended to remain on the committee as well. A question was raised regarding the possibility of adding a paved path from the walking/biking path to the picnic pavilion. No decision was reached on this proposal. A drawing and estimates will be presented at a future meeting.

- **Equipment Storage /Community Events Center/Corporate Office Building Committee:** (Ad hoc committee) Carl "Buddy" Goeritz; Don Watkins. Per the board president's request at the April 16, 2026, board meeting, board members presented drawings of proposed configurations for the new facility, but they were not available in sufficient quantity for everyone to examine.
    - Additional discussion ensued regarding the choice between building a new facility from scratch or purchasing an existing property such as that owned by our late neighbor and friend, Buck Rennick. Issues supporting the purchase of an existing property included easier county approval by the county and utilities already in place. Arguments against such a purchase include high cost of renovating a home into a meeting hall, lack of parking and potential tax issues. Issues supporting the construction of a new facility included the ability to implement a custom-built design, and having adequate parking to accommodate large numbers of meeting attendees. Arguments against new construction include higher cost overall, installation of utilities, and longer time horizons for county approval.

- President McKee committed to publishing the proposal drawings for board consideration at the next meeting.

- **Fuel Facility Committee:** (Standing committee)
  Charles Elliston; John Conroy; Jim Vyduna; Wayne Henke. Secretary Elliston advised the board that a Colorado Open Records Act (CORA) request had been filed with the county to obtain copies of all documents related to the previous issuance of a Conditional Use Permit (CUP) for the VASC Fuel Storage and Dispensing facility. The county planning and development official with which Secretary Elliston spoke indicated that this would be the best starting point in applying for an amended or new CUP for the proposed increase in aviation fuel storage capacity.

  Committee member Vyduna stated that no additional quotes had been received for a new, larger fuel storage tank. Additionally, the last fuel delivery was considerably more expensive per gallon, and recent flying had decreased due to unsettled spring weather.

- **Governing Document Review Committee:** (Standing committee)
  Carl Goeritz; Don Watkins. No report was presented.

- **Investment Committee:** (Standing committee)
  Director Bendure; John Conroy; Charles Elliston; Jim Vyduna; Treasurer Jeanette Vyduna; Don Watkins. Committee Member Jim Vyduna presented a proposed revised VASC Investment Policy for the board's consideration. The new policy provides for separation between the VASC day-to-day Operating budget and oil and gas money (Unrelated Business Income, Taxable) to remain in compliance with state and federal (IRS) rules, as well as different investment reserve policies for each income source. Director Hernandez moved that the board should review and consider the proposed policy with the intent of voting on it at the next meeting. After it is accepted by the board, it will be subjected to legal review prior to final adoption. Director Edwards seconded the motion, and it was passed unanimously.

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

- **No Trespassing Sign Committee Report:** (Ad hoc committee) Director Edwards. (Per board motion at September 16, 2025 monthly meeting.) No report was presented.

- **Oil and Gas Committee:** (Ad hoc committee) John Allison; Don Smallwood. No report was presented, however, President McKee stated he would log into the Verdad website in an attempt to locate monthly reports.

- **Runway/Facility Committee:** (Standing committee) John Conroy; Leon Brodie; Wayne Henke; Carl "Buddy" Goeritz; Vince Phelps. As mentioned in the President's Report above, there was short discussion regarding some weeds growing up through the asphalt runup pad at the north end. Director Hernandez indicated he was scheduled to meet with the paving contractor the next day, May 20th, to discuss remediation of the problem.

- **Runway Extension Proposal Committee:** (Ad hoc committee) Director Edwards. No report was presented.

8. Old Business:

- No old business was discussed.

9. New Business:

- President McKee introduced the topic of the association providing a dumpster for community members to place discarded or unwanted yard materials. The board was in general agreement that the proposal would be more trouble than it was worth because members routinely violate the rules regarding placing oversized and prohibited items in the dumpster, resulting in extra fees. The consensus was that individual members should be responsible for removing and disposing of unwanted material from their property at their own expense.

10. Speaker's Corner, or Open Forum:

- No one requested time to speak.

11. Executive Session:

- Executive session was not deemed necessary.

14. The next board meeting will be held at **6:00 pm on June 18, 2026**, at the Vyduna's residence.

15. Adjournment: The meeting was adjourned by acclamation at 8:10 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*.) <u>Note: Mr. Jim Vyduna has generously volunteered a room</u>

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 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*.)

<u>2026 Year-to-Date Board Motions and Disposition of Same:</u>

- **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. (*Completed.)*
- **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. (*Completed.*)
- **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. (Completed.)
- **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. (*Completed*.)
- **May 19th, 2026:** Director Edwards moved to direct President McKee to research the correct procedure to adopt a new policy regarding collection of late fees on overdue assessments. Director Hernandez seconded the motion, and it passed unanimously. (*In Process*.)
- **May 19th, 2026:** Director Edwards moved to instruct Director Hernandez to create a prospective "pilots only " policy for future VASC property purchasers' policy for board consideration. Director Bendure

seconded the motion, and it passed unanimously. *(In Process.)*

- **May 19th, 2026:** Director Hernandez moved that the board should review and consider the proposed amended investment policy with the intent of voting on it at the next meeting. After it is accepted by the board, it will be subjected to legal review prior to final adoption. Director Edwards seconded the motion, and it was passed unanimously. (*In Process*.)
- **May 19th, 2026:** Director Edwards moved for the board to approve the purchase of two new filing cabinets to replace the old one for storage of VASC corporate documents. Director Bendure seconded the motion, and it passed unanimously. (*In Process*.)

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