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**The Conservatory at the Plains Homeowners Association**

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**THE CONSERVATORY HOMEOWNERS' ASSOCIATION, INC. BOARD MEETING MINUTES**

**April 10, 2025, at 5:30PM**

- I. **CONFIRM QUORUM** - The regular Board of Directors meeting for the Conservatory Homeowners Association, Inc was called to order on April 10, at 5:30PM by Helen Hardin. The meeting was held at the community clubhouse at 2665 S. Jebel Way and Microsoft TEAMS. Board Members in attendance were Andrew Igl, Helen Hardin, Charlie Fiser, Jerry Ostermiller and Curtis Link. Managing agent representative, Lyndi Fielitz, CMCA, of AMI and the association attorney, Aaron Goodlock, of Orten Cavanagh Holmes & Hunt, LLC were also present.
- II. **DISCLOSURE OF ANY CONFLICT OF INTEREST** – There were no conflict of interests disclosed by the members of the board regarding the items on the agenda.
- III. **HOMEOWNERS TO ADDRESS THE BOARD**
  - a. Homeowner Open Forum –
    - i. A homeowner asked about the process of amending the bylaws to reduce the amount the money the Board is authorized to spend without a vote of the homeowners. The Board explained the process and what would be needed.
- IV. **MEETING MINUTES**
  - A. March 13, 2025 Board Meeting Minutes – Curtis Link moved to approve the March 13, 2025 Board Meeting Minutes as presented. Jerry Ostermiller seconded. Motion carried unanimously.
- V. **FINANCIAL REVIEW**
  - a. Treasurer's Report - Charlie Fiser presented the Treasurer's report.
  - b. Unaudited February 2025 Financials - Charlie Fiser moved to accept the February 2025 financials as presented, Curtis Link seconded. Motion carried unanimously.
  - c. OCH&H Collection Report – The Board reviewed the report.
  - d. Delinquency Report – The Board reviewed the report.
  - e. OCH&H Covenant Enforcement Report – The Board reviewed the report.
  - f. Violation Report – The Board reviewed the report.
  - g. Collection Policy Review – The Board reviewed the Collection Policy.
- VI. **REPORTS**
  - a. Social/Welcome Committee – Helen Hardin gave an update in Barbara Gaetos' absence. Upcoming events: Wildlife presentation, egg hunt, and Food Trucks. The Committee is still looking for volunteers.
  - b. Communications Committee – Helen Hardin gave the report. It was decided to keep using the Director's Corner of the newsletter to recap the board meetings. The HOA will rebroadcast the city newsletter and meeting information that concerns the area.
  - c. Operations Committee – Tim Siml - Committee Chair gave the report. The outside LED lights were replaced. RTS disposed of the remaining recycling.
  - d. Design Review Committee - Duane Oudenhoven – Committee Co-chair gave the report and recapped the fire mitigation meeting. Andrew Igl moved to approve the report as presented. Charlie Fiser seconded. Motion carried unanimously.
  - e. Manager Report – Lyndi Fielitz gave the report. She updated the Board on various ongoing projects, keycard access, underdrain binders, and clubhouse maintenance.
    - i. Extended hours Update – In February 3 people, March 5 people, and April 0 people visited the clubhouse during extended hours.

- ii. Pump Room lock update – The lock has been replaced due to the attempted break in.

## **VII. UNFINISHED BUSINESS**

- a. Mailbox Update - Aaron Goodlock gave the update. They are waiting for the final approval from the City's attorney.
- b. Water Aerobics Instructor Update – Front Range is helping in the search. Lyndi will open a job posting to try to reach more people.
- c. Metro Fence Discussion – The HOA will not authorize any material on Metro District fences.
- d. Goals for 2025
  - i. Appoint designated personnel for preventative maintenance: one to oversee underdrain maintenance and another to manage building maintenance
  - ii. Publish Bi-monthly newsletter

## **VIII. NEW BUSINESS**

- a. Review Proposed Design Review Guidelines—Charlie Fiser moved to approve the Design Review Guidelines with fence additions and pictures. Jerry Ostermiller seconded. Motion carried unanimously.
- b. Covenants- unsightly conditions in the backyard – The Board confirmed with Aaron Goodlock that the HOA can enforce unsightly conditions in the backyards.
- c. Review HVAC Maintenance Bids – The Board reviewed the bids. Jerry Ostermiller moved to approve the Mountain Pro HVAC bid for \$530.00. Andrew Igl seconded. Motion carried unanimously.
- d. Pool Opening Postcard Mailing – Tabled. Lyndi will ask if the mailer can be added to the monthly statement for delinquent accounts.
- e. Reserve Study Review – The Board discussed the report. Lyndi will send the requested changes to Association Reserves.
- f. Pool Gate Monitoring Schedule and Discussion – Volunteer gate monitors are needed for the pool opening weekend. Lyndi will send an email to the committees asking for volunteers.
- g. DRC Contract and Addendum – Andrew Igl moved to approve the DRC contract and Addendum. Charlie Fiser seconded. Motion carried unanimously.
- h. Review process to charge for Water Aerobics – The Board discussed the charging process if/when an aquatics instructor is found.

## **IX. EXECUTIVE SESSION**

- a. CHOA71319 – Fee Waiver Request – Denied.
- b. Legal Matters - The Board discussed other legal matters of the Association

- II. **ADJOURNMENT** - There being no further business, a motion was made, seconded, and unanimously carried to adjourn the regular meeting at 7:18 PM into executive session to discuss legal. The Board exited the session at 7:57 PM.

  
Helen Hardin, Secretary