

CHATFIELD EAST PROPERTY OWNERS ASSOCIATION
GENERAL BOARD MEETING MINUTES
3/15/23 at 6:00 PM

- 1) CALL TO ORDER at 6:06 pm
- 2) ESTABLISH QUORUM
 - a) Board Members present (3 constitute a quorum):
 - i) Kathy Kirchner
 - ii) Mary Gross
 - iii) Mark Hochstedler
 - iv) Katrina Swenson
 - v) Teresa Spencer
 - b) Members present: Linda M
- 3) CONSENT AGENDA
 - a) **MOTION** to approve minutes from previous Board Meeting(s) made by Kathy Kirchner, seconded by Mary Gross, approved by a vote of 4-0 with Mark abstaining:
 - i) 2/15/23 General Board Meeting
 - ii) 2/21/23 Consent to Action
- 4) COMMITTEE REPORTS – will invite ACC member to report at April Board Meeting
- 5) UNFINISHED BUSINESS
 - a) Treasurer's Report
 - i) Assessment Collection – 15 members have outstanding dues, Mark has sent them reminder by email
 - ii) \$25/month late fee will be assessed starting 4/1/23
 - b) Communications
 - i) Approximately 80% of members have returned the Member Contact Information Form with their assessment, Mark will deliver to Mary to compile, Mary will contact those who did not complete
 - ii) Board will only distribute meeting agendas and information to emails submitted to us on that form and only publish phone numbers on contact map when given permission by that form
 - c) Governing Documents
 - i) ACC Guidelines
 - (1) Mark updated to include legal comments and discussed changes with ACC
 - (2) ACC is concerned about no application required if using "similar" materials, would prefer "same" materials. Board discussed and agreed to use "similar" as that is wording in Covenant Amendment 3.
 - (3) Teresa had concern about privacy requirements for security systems but is comfortable that it is adequately covered by state statute
 - (4) Opened discussion to members and received no comments
 - (5) **MOTION** to approve ACC Guidelines made by Kathy Kirchner, seconded by Mark Hockstedler, and unanimously approved
 - ii) Bylaws Amendment
 - (1) Board discussed changes in detail last meeting, opened discussion to members and received no comments

- (2) **MOTION** to approve Bylaws Amendment made by Mary Gross, seconded by Kathy Kirchner, and unanimously approved
- d) Denver Augmentation Plan Modification – no update
- e) Valley View Church waterline easement through CEPOA open space
 - i) Attorney is working to finalize easement with Roxborough Water and agreement with the church, expect them to be final prior to next meeting
 - ii) Board may address by Consent to Action if received well in advance of April meeting to facilitate construction once weather permits
- f) 1st 90 day documents for member information
 - i) Annual disclosure statement has been posted on website, Mary to draft message and Mark will email to all members

- 6) NEW BUSINESS - NA

- 7) EXECUTIVE SESSION ANNOUNCEMENT (if needed) - NA

- 8) OPEN FORUM/COMMUNITY COMMENTS regarding any topic – NA

- 9) ADJOURN – Kathy Kirchner motioned to adjourn, Katrina Swenson seconded and unanimously approved at 6:36PM.