

Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

August 14, 2025

August 2025 Meeting Order of Business Memorandum

The Regular Monthly Meeting of the Glen Vista Property Owners Board of Directors was held at the Deer Mountain Fire Protection District meeting room on August 14, 2025 at 4:30pm. The President being in the chair and the Secretary being present. Treasurer Thorne and Director Wickline were present for this meeting and a quorum was declared. The minutes of the June meeting were approved by the board as posted.

Calling the meeting to Order, Secretary;

- President Mays, Treasurer Thorne, Director Wickline, in attendance. We have a quorum.

President Mays called the meeting to order.

- President Mays led the Pledge of Allegiance

1. Reading & Approval of Minutes from the July 26th meeting

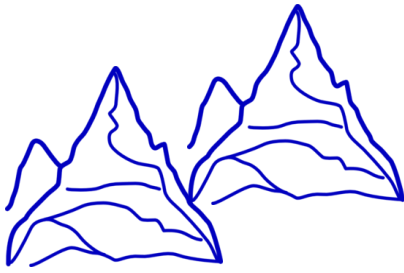
- “The previous general meeting minutes have been posted and therefore will not be read. May I have a motion to approve the minutes? Second? Any Discussion”
All in Favor Yes or No from west to east”

Director Thorne 1st, Director Wickline 2nd all in favor

And now for Officer and Committee Reports:

2. Officer & Committee Reports

- **President:** “We have two new prospective board members to present today for confirmation as Directors. Both prospective members met with the Treasurer and President for about an hour to discuss duties, expectations and their desired areas of service to Glen Vista and it is my pleasure to nominate them for appointment to the board :
 - i. First, Dawn White: local realtor and a Glen Vista resident since 2020 also currently chairing the Wildfire Committee has agreed to the duties of Director and will continue as Chair of the Wildfire Committee and also join the Covenant Committee. She volunteered shortly after our July Quarterly Meeting.
“May I have a motion to immediately appoint Dawn White to the Board and to continue as Chair of the Wildfire Committee, and to become a member of the Covenant Committee?”



Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

Motion to appoint Dawn to board.

Director Thorne 1st, Director Marconi 2nd, all approved.

Motion passes: Dawn, it is my distinct pleasure to welcome you to the Board of Directors of the Glen Vista Property Owners Association.

“May I have a motion to immediately elect Dawn White to the Officer position of First Vice President, and to serve in this capacity until the November 2025 board meeting and election of Officers?”

Director Thorne 1st, Director Wickline 2nd, all approved.

Motion passes: thank you madam First Vice President!

- ii. Next, Julia Patrick: A manager of Communications for UC Health Anschutz Medical from her home in Golden. She and her husband Jefferson recently purchased property in Glen Vista and wish to participate in maintaining the beauty of our neighborhood. She has agreed to the duties of Director, and will take over as Chair of the Communications Committee in charge of Website updates and Newsletters. She volunteered using the web-form on the GVPOA website, which apparently none of us received and then sent an email to me later in the week shortly after our July Quarterly Meeting.

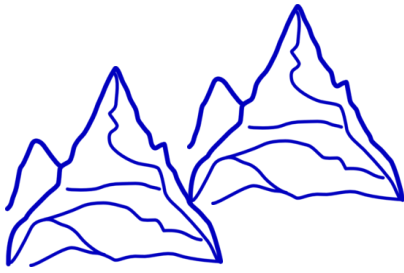
“May I have a recommendation for a motion to immediately appoint Julia to the Board and become Chair of the Communications committee?”

Director Thorne 1st, Director Marconi 2nd, all approved.

Motion passes: Julia, it is my distinct pleasure to welcome you to the Board of Directors of the Glen Vista Property Owners Association.

- iii. Next, Jefferson Patrick: A cabinet maker with extensive management experience. He has agreed to the duties of Chair of the soon to be created Ad Hoc Committee, and will begin duties that we will discuss under Unfinished business later in the agenda.

“May I have a recommendation for a motion to immediately appoint Jefferson as Ad Hoc Committee Chair.



Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

Motion; Director Thorne 1st, Director Marconi 2nd, all approved. Motion passes

1. Next, Ginny Mays: A domestic engineer with extensive government enforcement software experience has agreed to the duties of Vice Chair of the Covenant Compliance Committee, and has begun duties that we will discuss under Committee Reports.

"May I have a recommendation for a motion to immediately appoint Ginny as Covenant Enforcement Committee Vice Chair?"

Motion; Director Thorne 1st, director Wickline 2nd, all approved. Motion passes

"May I have a recommendation for a motion to immediately create an Ad Hoc committee for the planning and execution of various short-term, discontinuous duties as assigned by the board and accepted by the committee Chair?"

Motion; Director Thorne 1st, director Marconi 2nd, all approve. Motion passes

Motion passes: Jefferson, it is my distinct pleasure to welcome you to serve the Board of Directors of the Glen Vista Property Owners Association as Chair of the Ad Hoc Committee.

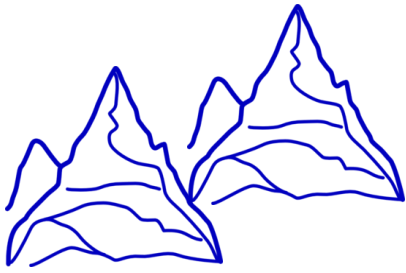
- **President:** "Next order of business: have we established the 2026 Quarterly meeting dates?" Could we recite them for the record, and for the meeting minutes, and posting to the website
Quarterly meeting dates: January 31, 2026, April 25, 2026, July 11, 2026, October 24, 2026.

Committee Reports:

- **Treasury Report: 8/13/25**

II. Financial Report - FYI - All purchases are not included; (ie small purchases for order of business such as paper, ink, etc...) This report focuses on large purchases for the POA.

- Invoices - Rocky Mtn Exc. \$6,663.50 - 3,500 from the emergency road fund



Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

- Sangre Solutions - Bookkeeper- \$901/month
- Altitude Community Law - no new bill
- SixU - \$480 recent payments for website updates from July 11-present
- Twin Lakes Res and Canal - \$0
- Checking -8/13/25 - \$104,670.15
- Savings - 8/13/25 - \$27,234.21
- CD - 8/13/25 - \$10,904.41
- Extra - printing/folding for August mailing with ballot - \$810 = DMFPD will pay \$90 for their page.

"Are there any recommendations for a motion?" no

Communications report 8/14/25; Julia will take communications over.

- No report

Small Claims and Liens Report 8/14/25

Got the first delinquency letters prepared. The ones done owe \$1000 or more. The second letter will be 1 month later, if unpaid. These will have to be certified. The postage will probably cost more due to multiple pages. We need to find a way to find unavailable addresses, Emails, and phone numbers. We have to be able to prove that we tried to contact people, to be able to collect. We need to send letters every month until paid. The owners will end up paying for all costs.

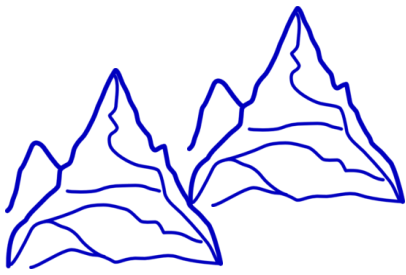
- "Are there any recommendations for a motion?" no

Roads Committee Report 8/14/25

- New information since the July quarterly meeting. 6/20 Canon rd, Marion to the end, Tumbleweed from Copper Gulch to Sage Brush, Ponderosa Lane - 7/15 Washout (emergency road budget) - Canon /Coyote Run/ Arnold/ Owens/ Thunderbird

Wildfire Committee Report 8/14/25

- No report at this time

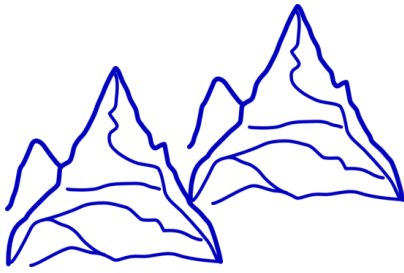


Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

Covenant Compliance Committee report 8/14/25

- HOALife Compliance software has been purchased (Monthly subscription)
- Covenants have been uploaded to the software. We are using the original covenants only - no amendments - as some are not legal according to the attorney. All the more reason to get the new Amended and Revised covenants finalized and approved.
- WE will be using the original covenants at this time.
- **Violation/Violator Anonymity and Hearing process:**
 - In order to protect the privacy of our members, only the covenant compliance database manager (CCDM, currently Ginny Mays), and her designated back-up, and the Complainant will have knowledge of the address of a specific Violation.
 - Only the CCDM will have global knowledge of all addresses and owner names of all covenant violations, mailings, and their status (fines, delinquency, etc.)
 - Any and all Covenant Compliance Committee reports will be made only to the board, and will be anonymized and will not include violation address or owner name. The report will seek to present the number and type of violations and their aged status. This report is yet to be developed. When the first report is available it will be presented to the board for approval.
 - Violation Hearings, when properly requested by the Owner, will be conducted by the Covenant Enforcement Committee, which shall include any board member that wishes to participate with the committee (board participation is encouraged). All Hearings shall be conducted in Executive Session per the 6/1/25 Conduct of Meetings policy 2., d., 1., D.
 - Violation Hearings shall be recorded to prepare two types of minutes, per Conduct of Meetings policy 2., d., 4.,:
 - Minutes indicating that a Hearing was held in an Executive Session, the nature of the Violation discussed and the members of the Committee attending. For public record.
 - Minutes of the Executive Session. Not for public record or disclosure but for board use prior to a motion to accept or reject the recommendation.
 - No indication of any recommendations regarding the violation will be made at the Hearing. Only after the recommendation has been presented to the board, and the board has accepted the recommendation shall the recommendation be made public to the violator. All proceedings of the Hearing shall remain confidential by the Committee members and board participants in the Hearing.
 - The Covenant Compliance Committee members attending the meeting shall prepare their recommendation for presentation to the board for a motion to



Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

accept or reject it. The board shall address the recommendation for discussion and motion in Executive Session in either a Regular meeting for General Violations, or a Special meeting for Public Health Violations.

May we have a motion to adopt protection for the anonymity of all alleged violators, addresses and violations and their reporting, the conduct of Covenant Enforcement Hearings by the Covenant Enforcement Committee in Executive Session, and the acceptance or rejection of the Covenant Enforcement Committee recommendations from the Hearing as described?

Motion; Director Thorne 1st, Director Marconi 2nd. All approved. Motion passes

President:

Two types of violations; general violations, and safety violations. Safety violations are dealt with in 72 hours.

Anybody can make a complaint, but there needs to be some sort of proof. If proved, they have 30 days to fix.

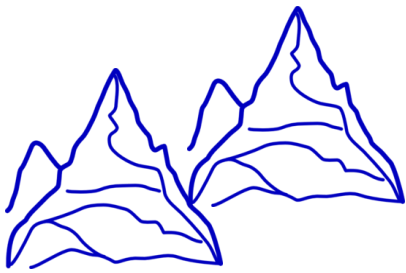
- **Covenant Compliance Committee Report: 8/14/25**

- ~20ea properties with alleged violations are currently being processed for issuance (sometimes multiple violations on each property) .
- Addressed existing, known, reports of violations first
- Began inspections of all filings in GVPOA (90 lots so far)
- Need volunteers to perform inspections (2 interviews scheduled)
- HOALife software is running well.
- Developing form letters per policy requirements.
 - First friendly warning letters - motion to approve sample
 - Warning Letters to go out by 8/22

May we have a motion to adopt the specific wording of the sample Warning letter? Yes

Director Thorne 1st, Director Marconi, all approved. Motion passes

Try to get 20 volunteers to help. Organize people to do (a) specific area. That way once a violation is established, the original volunteer can verify any improvement. Once this starts moving forward, the plan is to do about 10 a week. That way nobody gets overwhelmed.



Glen Vista Property Owners Association, Inc.

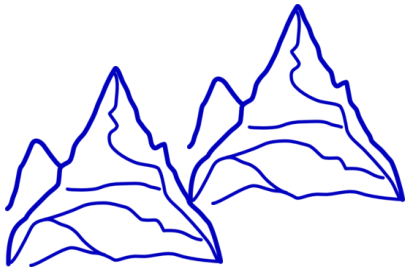
93 Wendy Drive
Cotopaxi, Colorado 81223

- Covenant Committee comments have been presented to the board on the initial draft of the Amended and Revised (A&R's) Covenants. Are there any comments on these for discussion today? We would like to get these back to the attorney in the next week for a second draft.
 - The Covenant Committee feels that we should concurrently develop the Rules (specific interpretations of the Covenants) for the A&R's and issue them for membership vote together with the Covenants for complete transparency into the future of our revised covenant compliance program, and for ease of violation enforcement.
- The Covenant Committee is preparing to go live with an app and on-line reporting of violations and will advise the board of this procedure.

3. Unfinished Business

Proposed Ad Hoc Committee Report 8/14/25

- Mailboxes:
 - i. Jefferson Patrick has volunteered to begin an exploration into the general topic of "Mailboxes", initial ideas he will begin exploring are:
 1. Assess the need for additional and/or larger sized mailboxes and/or postal boxes at each current mail station (approximately 12 currently exist throughout the development).
 2. Assess the idea of 1 common mailbox location for the entire community (ie: DMFPD fire station).
 3. Assess the idea of an Amazon locker at a central location (ie: DMFPD fire station).
 4. Assess the idea of beautification of the existing locations.
 5. Assess the idea of needed replacement and/or standardization of the existing locations.
 6. No timeframe has been established for any of these ideas. \$2,500.00 was included in the 2026 proposed budget. Jefferson will update the board with his initial plans at the September meeting.
 - ii. Jefferson Patrick has volunteered to compile the binder(s) of GVPOA documents that are required for Public Inspection for storage at the DMFPD Fire House. He will liaison with the Treasurer to complete this compilation. No time line has been established for this activity, but it is hoped it can be completed in 2025. Jefferson will update the board with his initial plans at the September meeting.
- Social Media:
 - i. The Chair of the Communications Committee, Director Patrick, has discussed her lack of Social Media contact and has stated that she will be



Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

unable to work on this area of Communications. A discussion about Facebook ensued and it was suggested that this forum requires too many resources to respond to comments for our limited volunteer ability. It was also noted that this forum seems to tend toward the negative aspects of people and places in our neighborhood and that the board seeks to focus on a positive and uplifting messaging about our owner/members and the activities of our community and the board. With this in mind, much like the website, we would seek to use this channel of communication as a “one-way” posting of information that does not require or allow replies. It was also suggested that Facebook Business might be a way to accomplish this.

“May I have a motion regarding the exploration of Facebook Business, or similar; and if there is not a one-way platform for GVPOA to issue reports and notices via a social media channel, that Social Media be abandoned by GVPOA as unsustainable until a future date when enough qualified volunteers can be identified to manage this channel of communication in a different way?”

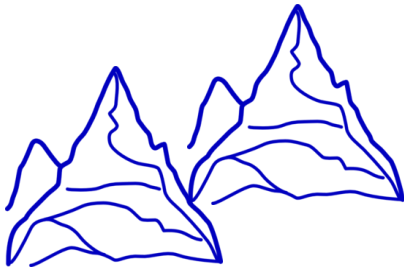
Director Thorne 1st, Director Wickline 2nd, all approve. Motion passes, we will expect the new emails to be established by the next meeting

- Insurance - Still working on DNO insurance but have reached out to a new agent with our old agent to work on ideas.

4. New Business

- Due to the new make-up of board members, i.e: remotely located, and locally mobile, it is necessary for the board to have a platform for video meetings when all board members can not be in one place to conduct business. To accomplish this the current IT memberships must be upgraded, at a cost of an additional \$7 per month per license (roughly 9ea x \$7.00 x 12months = \$756.00 per year). Since this is the only feasible method to regularly and conveniently conduct board business. This is due to the lack of volunteer candidates for board positions to choose from that could conduct business locally, and who might not have mobile work requirements.

“May I have a motion to approve the upgrade of IT licenses to allow video meetings at a cost of approximately \$756/year, and in furtherance of by-law VIII, H universally permit all directors to participate in regular and special meetings of the board of directors or a committee thereof through the use of this video conferencing software. And that



Glen Vista Property Owners Association, Inc.

93 Wendy Drive
Cotopaxi, Colorado 81223

directors participating in a meeting in this manner are deemed to be present in person at the meeting?

Motion; 1st Director Thorne, 2nd Director Marconi, all approved. Motion passes.

We will expect the IT licenses to be upgraded as soon as possible so that all our board members can now conduct business and participate in meetings from remote locations.

- On June 1, 2025 a new Conflict of Interest policy came into effect. Today's attending board members will be asked to sign and the Secretary shall witness each signature on an Acknowledgement of this policy. New board members appointed today will be requested to have their Acknowledgements completed at the next board meeting, or as soon thereafter as practical.
- Next and last Wood Chipping Day: 9/6

5. Public Input:

Vince Stoldt - inquired about the roads. Vince asked about the number of miles completed and the amount of money spent. Director Thorne tried to answer about the number of culverts and loads of rock and road base also add to cost. Vince Stoldt cut her off and stated that she should not insult him, he's not stupid.....

6. Adjournment

President: May I have a motion to adjourn? Yes

Meeting Adjourned at 15:15 pm

1st Director Thorne, 2nd Director Wickline, all approve. The meeting adjourned.