

**OWNER'S ASSOCIATION OF THE VILLAS AT CHERRY CREEK
BOARD MEETING MINUTES
TUESDAY, NOVEMBER 11, 2025, FOLLOWING THE ANNUAL MEETING
VIA ZOOM**

- I. ESTABLISH A QUORUM:** The meeting was called to order at 7:50 pm. The following Board members were present for quorum.
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| Walter Rozycki, President | Tina Kaan, Treasurer |
| Audrey Gleason, Vice President/Secretary | |

There were no homeowners in attendance. Jen Wyman and Molly Ryan with Metro Property Management were also present.

II. APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST

Board Announcements- There were no announcements.

Approval of minutes – October 14, 2025 – On a motion duly made and seconded, it was unanimously resolved to approve the minutes from the meeting on October 14, 2025.

Board members disclose any conflicts of interest regarding agenda items – There were no conflicts to disclose.

III. SPECIAL GUEST- None scheduled

IV. COMMITTEE REPORTS

- A. Design and Review Committee- Nothing to report
- B. Landscape Committee- Nothing to report
- C. Irrigation Committee- Nothing to report
- D. Maintenance Committee- Nothing to report
- E. Social Committee- Nothing to report
- F. IT Committee-Nothing to report
- G. Governing Document committee- Nothing to report
- H. Water wise Committee- Nothing to report
- I. Clubhouse Committee- Report submitted by Jeanne Coco, attached

V. HOMEOWNER CORRESPONDENCE –

Homeowner Hearings – None scheduled.

Board members review correspondence from the community – Nothing to review

HOMEOWNER FORUM – Homeowner forum was held at the Annual Meeting prior.

VI. FINANCIAL STATEMENT

September 2025 – On a motion duly made and seconded, the Board unanimously approved the financials, subject to final audit.

VII. UNFINISHED BUSINESS

HOA attorney engagement- Engagement agreement pending with Altitude Law.

HO3 Certificate of Insurance policy- This matter is tabled for more information and further review.

Maintenance and Insurance policy- This matter is tabled for more information and further review.

Snow removal contract- On a motion duly made and seconded, the Board unanimously ratified the approval of the 2025-2026 snow removal contract with All Concrete Works.

VIII. NEW BUSINESS

Board member terms/titles- On a motion duly made and seconded the Board unanimously approved the following terms and titles: Walter Rozycki-President, 2026, Audrey Gleason- Vice President/Treasurer, 2028, Tina Kaan-Treasurer, 2027.

Holiday lighting proposal-ratify- On a motion duly made and seconded, the Board unanimously ratified the approval of the proposal from DLC Landscape in the amount of \$1,441.80 for holiday lighting and decorations.

Tree trimming proposal-ratify- On a motion duly made and seconded, the Board unanimously ratified the approval of the proposal from DLC Landscape in the amount of \$480.00 for the trimming of two pine trees.

Native area trimming proposal-ratify- On a motion duly made and seconded, the Board unanimously ratified the approval of the proposal from Keesen in the amount of \$1,377.57 to trim back the vegetation near the detention pond on Chenago.

Brivo access control system update proposal- This matter is tabled for further review.

Schedule next Board meeting date- January 12, 2026, at 6:30 pm via Zoom.

ADJOURNMENT – On a motion duly made and seconded, it was unanimously resolved to adjourn the meeting at 8:03 pm.

IX. EXECUTIVE SESSION (Discuss Delinquencies)

Respectfully submitted by Jennifer Wyman:

Approved by an Officer

MEMO

To: HOA Board

From: Jeanne Coco

Date: November 10, 2025

Annual Clubhouse Report for 2025

1. The clubhouse was rented 9 times in 2025 (including 3 upcoming Nov/Dec reservations)
 - 5 rentals in 2024
 - 18 rentals in 2023
 - 9 Rentals in 2022
 - 6 rentals 2021
2. We customarily have had Cintas perform an annual safety check of extinguishers, exit signs in November. This year we will be seeking a quote from another company to compare costs since this expense has been increasing each year.
3. The Board has purchased replacement Holiday lit wreaths that adorn the gates of both Whitaker and Chenango.
4. The clubhouse is being used more frequently for Board meetings and Committee meetings than there have been in the past. There may have been other expenses or actions taken regarding the clubhouse that were initiated and overseen by Board members that this chairperson is not aware of. The Board's direct involvement and initiative is appreciated.

I have served as the Clubhouse chairperson since 2014. At this time I would like to submit my resignation of this post and encourage another member of the community to take over. I will maintain the role through December to allow the Board to seek a replacement and to provide a transition period. I am grateful to have been able to serve the community for this lengthy period but find that my other obligations are taking priority and I am sure there is another member of the community who is ready and willing to contribute in this manner.

Respectfully submitted,

Jeanne Coco
13931 E Whitaker Dr