

**WESTBROOK VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS AGENDA WITH MEETING MINUTES**

October 2, October 18, 2025

Time 2:00 pm & 11:30-12:30

On October 2, 2025, a discussion meeting at 3612 Boxelder Dr. was held to go over some of the Rules 1-5 on the Website, particularly dealing with Roof Replacement Manufacture/Colors. It was determined that the main items that the Architectural Review Committee (ARC) will continue to require is a minimum of a Class 3 rating, preference is Class 4, and to maintain the similar colors of Mountain Slate, Summer Harvest and Driftwood color palette.

The Board voted to approve all the Responsible Governance Policies drafted by our attorney, Pete Dauster, in their final version, after amending for HB25-1043. This was done on October 10, 2025 and final signed copies were emailed to Pete on October 15, 2025 and were inserted onto our website with the old Governance Policies removed on the same date, by Jack Bamberg, our website manager.

Budget Report showed that we were on budget and that all members are up to date with their dues. Brian Harpole will be getting bids for 2026 Contracts during this month and will get the information to Linda Fetterman to begin work on our HOA 2026 Budget and dues assessments. The hope is to keep the dues the same as 2025 for 2026, as we have 4 new families moving in during 2025 and it would be helpful if we could keep them the same as what they paid at their settlement.

The rules for notifying members of Special Meetings are at least 10 days and not more than 50 days prior to the meeting. Notice must be posted on our website under Upcoming Events, signs at our entrances, email, including documents to be discussed, where members have provided electronic contact information and hand delivery/mail where electronic information not provided.

There was a mix-up with the library calendar/personnel for the October 18 board meeting. John cancelled it by email when it was determined that the large A/B room was not available. The board and 6 other Lot Owners were present in the smaller meeting room and did begin discussing the attorney, Pete Dauster's, suggested amendments to our HOA Declarations. At the November 17 special meeting, we plan to have a full member discussion of the amendments.

Respectfully submitted, Linda Fetterman, Board Secretary/Treasurer

NOTICE OF THE WESTBROOK VILLAGE COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTOR'S THIRD QUARTER MEETING

October 9, 2025

Dear Members of the Westbrook Village Community Association, Inc.,

This letter is a formal invitation to the upcoming third quarter Board of Director's Meeting.

When: Saturday, October 18, 2025

Where: Longmont Public Library's Meeting Room A/B, located at 409 4th St.

Time: 11:30am - 1:30pm.

(Please note: this is the location where the previous meeting on August 9, 2025 was held).

- What: 1. To present the Final Version of the Amended and Restated Bylaws of the Westbrook Village Community Association, Inc. To be voted on before the Annual Meeting.
2. To present the Final Responsible Governance Policies as adopted and executed by the current Board of Directors on October 10, 2025.
3. As meeting time permits, we will begin a discussion of the Attorney's recommended Amendments to Westbrook Village Community Association's Declaration, known as the CC&R's, with the plan to have further discussion in November and voting in December.

Amended and Restated Bylaws

These documents have been prepared by the Association's HOA attorney, Peter Dauster. They were drafted to meet the new requirements of the revised Colorado Common Interest Ownership Act (CCIOA) and Colorado Legislative laws signed by the Governor. They have been carefully reviewed by the Directors over these last eight months and, per members' request at the August 9 meeting, have adopted the original bylaws' quorum numbers.

Responsible Governance Policies

These policies are required for all Homeowner Associations in Colorado. They were originally adopted by the WBV Board of Directors June 1, 2011, under the assistance of the HOA's then attorney, Cindy Manzano. They have been revised greatly over the last several years and our current attorney has brought them current as of October 1, 2025. They will be put on our website by December, 2025, at the same time, removing the June 2011 Policies and Procedures. You can find these on our website (www.wbvco.com) under the tab **More**, using the dropdown, under **GOVERNANCE AND RULES**.

Upcoming Annual Meeting

It is important that as many members as possible attend HOA meetings to participate in discussions, give input, and become familiar with all the HOA documents. If you are unable to attend in person, a Proxy Statement has been attached for your convenience and use. You can appoint whomever you wish to represent your interest.

The Association's Annual Meeting will be held in early December, 2025. The exact meeting date/time will be announced in November. At the Annual meeting there will be a written vote to approve Amendments to the Association's Declaration of Covenants, Conditions and Restrictions (CC&R's), prepared by our attorney, after our October and November members' discussions. An electronic draft copy will be provided to all members as soon as it becomes available from the attorney; well before the first of December, 2025.

Voting

To incorporate these new Amended and Restated Bylaws, the original and current Bylaws require a minimum of 31 affirmative votes of our total 46 HOA members to approve. The Board will be sending out a written ballot to each lot member (one per HOA member address) following the Bylaws requirements under Section 12.1 (original) and 2.6 (new).

To approve any amendments to the Declaration, a minimum of 31 affirmative votes from members ((67%) is required. The Board will be sending out a written ballot to each lot member (one per address) as required by current law as addressed by our attorney in his review of our current Declaration. The approved Amendments will be recorded in County.

Regards,

John Marlin, Board of Director President

Linda Fetterman, Director Secretary/Treasurer

Brian Harpole, Director

Don Reiner, Director

Larry McConahy, Director

WESTBROOK VILLAGE COMMUNITY ASSOCIATION

DIRECTORS AND MEMBERS AGENDA

A. CALL TO ORDER JOHN MARLIN

B. NEW BUSINESS

1. Introduce revised HOA Bylaws: Members of the Board
2. Responsible Governance Policies, adopted by the Board
3. Begin Discussion of Attorney's recommended Amendments to Declaration
4. Nominations of two board members for a two-year term beginning 1/1/26

C. OTHER BUSINESS, Questions from the Members.

D. ADJOURNMENT

John Marlin, board president, Westbrook Village Community Associations, Inc.

We look forward to seeing you at the October 18th board meeting.