

rec'd from client
6/16/25

**ASPEN GLEN HOA
SPECIAL MEETING MINUTES
June 9, 2025**

Present: Phyllis Sanders, Carli Schaffner

Absent: Ryan Comer

Meeting called to order at 7:05 pm by Carli Schaffner, President.
Everyone in attendance was asked to sign in.

Remarks by President

Ms. Schaffner welcomed everyone. The special meeting was called due to not having the 60% quorum at the annual meeting in May. After count of proxies and members at the special meeting it was determined that a quorum had been reached. There were 26 people in attendance. Plus 30 proxies. The quorum met the bylaw guideline for follow up meeting to annual meeting, which is 50% of the quorum that was required for the annual meeting (30% of 92 units = 28).

She stated that Bill Doyle had resigned from the Board due to other commitments. Current members seeking re-election are Carli Schaffner, Phyllis Sanders and Ryan Comer. She asked if anyone would like to be on the Board. No nominations from the floor.

Election:

Ballots were distributed to the members for voting. Results: Carli Schaffner and Phyllis Sanders had three no votes and the remaining were yes. Ryan Comer had 100% yes votes.

Ms. Schaffner stated that the Board will meet this week to determine who would be the officers.

Bylaw Changes:

Ms. Schaffner then discussed the bylaw changes that the board seeks votes on. She explained each change, as set forth below:

1. Article III Section 1. Meetings of Members
The change would be to be able to hold the annual meeting within the first two weeks of May in the evening rather than a specific time and date.
2. Article III Section 3. Notice of Meetings
The change would be to be able to notify members of annual meetings via electronic means (i.e. emails) if we have them vs. all notifications mailed via the post office.
3. Article III Section 4. Quorum
The change would be to reduce quorum from 60% to 50%. Discussion occurred about being sure we work with HOA attorney on determining what is required by Iowa law.
4. Article IV Section 1. Board of Directors, Selection, Term of Office. Number
The change would be to remove the Class B membership from the description. Number of directors remain the same – no less than three or more than seven.

5. Article IV Section 4. Compensation

The change would be to allow the Board officers to be able to get "paid" by having their monthly dues waived. In the event a management company is retained the Board would not get their dues waived.

Discussion occurred about this matter from members who are for a management company and those who are not. Since it is hard to get members to serve on the Board, it makes sense to retain a management company. It would take a lot of work off the Board that is being handled by a few people. Others liked the fact that they can call a board member that has a vested interest in the community. At this point, the voting is for board officers to have their dues waived. Voting for a management company is not up for a vote currently. Ms. Schaffner indicated she has talked to several management companies to get further information. Janet Ragan, previous Board President, indicated she has some management company information that she will pass on to Ms. Schaffner.

6. Article V. Section 2. Election

The change is to eliminate the verbiage that talks about the Declaration of Covenants as that document expired 20 years from the start of the HOA.

7. Article VI. Section 1 Regular Meetings

The change is to reflect the first Board meeting after the annual election to be held within one week following the election, rather than immediately after.

Ballots were distributed and tallied; the results are as follows:

Article III- Sec 1	Article III- Sec 3	Article III- Sec 4	Article IV- Sec 1	Article IV- Sec 4	Article V- Sec 2	Article VI- Sec 1
Annual Mtgs	Notice of Ann Mtgs	Quorum	# Of Directors	Compensation	Election to Board	Regular Meetings
98%	97%	97%	97%	90%	95%	95%

Miscellaneous Discussion:

Irrigation – We are behind on getting the irrigation system tested. Ms. Schaffner has called Nolte & Sons to have them proceed with it, as previously Bill Doyle was going to manage, along with homeowner Mel Murchison. Mr. Murchison indicated he will still assist if requested.

Management Company – According to the Bylaws, the Board has the sole responsibility to hire a management company. However, the Board will do some research and present to the members in the future. It would require a raise in dues of approximately \$20 per month. Dues cannot be raised again until November 2025. This is not high priority at the moment.

Meeting adjourned at 8:05 pm
Phyllis Sanders, Acting Secretary