

**ASPEN GLEN HOA
DIRECTORS BOARD MEETING
March 10, 2026**

Present: Carli Schaffner (President), Phyllis Sanders (Treasurer), Megan Kacmarynski (Secretary), Linda Whitehill and Carissa Williams

Absent: Ryan Comer (Vice-President)

Meeting called to order at 6:05 pm by Carli Schaffner, President.

Minutes:

Minutes of February 10, 2026 were reviewed. On a motion made and seconded, the Board

VOTED to approve the minutes for February 10, 2026.

Treasurer's Report: Phyllis Sanders, Treasurer, reported that the checking account balance as of February 28, 2026 was \$48,606.20. The money market balance was \$52,312.15 and CD 6 month was \$50,000 totaling \$150,918.35. She reported that the expenses for February amounted to \$9,212.34 with largest expenditures being insurance \$4,167.08 and Latitude 41 \$3,310.09.

OLD BUSINESS

Budget 2026

Still waiting on concrete and insurance quotes. Currently working on the budget plan.

Dues Increase

Due to increased services and the aging of our units—including roofing, siding, concrete, and landscaping—we are proposing an increase of \$225 per month. A motion was made to raise the dues \$20 on June 2026. The motion was seconded. the Board

VOTED to raise dues to \$225 a month starting June 2026

Annual Meeting Progress

Notifications for the annual meeting and the dues increase will be sent by mail and email by March 30. If you are unable to attend the annual meeting, please submit your proxy form to unit 1134.

NEW BUSINESS:

Snow Removal update

Latitude 41 has been a concern. Ms. Schaffner informed them that she would contact another company and that they would need to reimburse us for the month due to incomplete service, including unshoveled driveways and mailboxes. They eventually arrived around 4 p.m to finish. Ms. Schaffner had a lengthy discussion with Latitude 41 regarding their services and the quality of their work. Due to these service issues, we will be revisiting our contract and evaluating our future relationship with the company.

Misc Observation

Some of the new trees still need cleanup, including the removal of poles and tape. Mr. Comer will handle this, and Ms. Whitehill will provide the unit numbers. A discussion regarding eggshells in raised flower beds and cars parked in driveways determined that these are not violations of HOA rules.

The patio fence at Unit 1223 will need to be repaired and will be added to Drake's list. Raised flower beds for vegetables or flowers must be located on patios and not in front of the fence or in common areas. Solar panels placed in yards will need to be removed, as they do not align with the community's overall appearance. Ms. Schaffner plans to post a notice by the mailboxes.

Irrigation for fertilization

Based on the previous minutes, we will continue to monitor conditions, and if no rain is forecast, we will run the irrigation system to water in the fertilizer after it is applied to the grass.

Management Company

Ms. Schaffner will forward the information she collected from Property Management by Design to the rest of the board for review before the next meeting. The board is considering inviting the company to present prior to the annual meeting to explain their services and outline their pros and cons. The board will also prepare a list of questions in advance to help determine what services are needed, as the board does not want the company signing vendor checks.

Reserve Study Inquiry

Ms. Schaffner believes it may not be immediately necessary, but the board recognizes the need to increase the reserve account to at least \$2,000 per unit. The goal is to strengthen the reserve before conducting a formal reserve study, with a target balance of \$184,000 to \$230,000.

Meeting adjourned 7:27 pm.

Respectfully submitted,
Megan Kacmarynski, Secretary