

# *University Park Homeowners Association, Inc.*

## Board of Directors Meeting Minutes

### Telecommunications (Zoom)

January 31, 2024

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The meeting was held by telecommunications and was called to order at 1:02 PM.

Present were as follows:

Lloyd Nordhausen	President
John Smith	Vice President
Nancy Bunker	Secretary
Jim Forman	Treasurer
Janet Butts	Director at Large
Ray Hendershot	Director at Large
Judy Walton	Director at Large
Derek Patterson	Property Manager
David Firman	Altitude Community Law Firm - Attorney

\*\*This meeting was being held via all Zoom (in lieu of previously scheduled board meeting at the exact same time to be held in person with Zoom capability on a large screen lap top for Jim Forman to attend) \*\*

The meeting began with President Nordhausen briefly summarizing three points from the meeting on Friday January 16, 2024 with UPHOA homeowner Penny Hubbard, Penny's guest John Gardner, Mr. Nordhausen and UPHOA Board Member at Large Janet Butts. At the 1/16/2024 meeting, Mr. Nordhausen explained that the Board was committed to improving the voting process and that the Board will be working to update the Bylaws.

#### **1: Board discussion of voting**

Mr. Nordhausen has spent time looking at several outside companies for assistance and gave a report of his findings as of now. Fees for this service vary.

Mr. David Firman gave a short presentation on several companies that specialize in "digital voting". He estimated the initial set-up costs to be approximately \$1,000 and subsequent years less cost. These firms would completely run the election. There would be assistance for homeowners that do not have digital capability, sub-association partial votes can be handled, as well as votes cast on paper secret ballot at the annual meeting. The Board will research these new voting opportunities.

#### **2: Board discussion of voting on bylaws**

Penny Hubbard is requesting that the homeowners be allowed to vote on all bylaw changes and only the vote of the homeowners will allow the bylaws to be changed.

Mr. David Firman explained that the Current Colorado state law states that the Board must be able to amend and have the authority to make changes to the bylaws to be in compliance with state laws and statutes. The CRNCA (Colorado Revised Non-profit Corporation Act) explains how bylaws can be amended.

The Board and Attorney David Firman discussed a step-by-step work process to begin the work on updating UPHOA by-laws. Secretary Nancy Bunker will write the 5-point draft, send to the Board for edit and approval and insert in these minutes.

## Proposed Process for Updating and Amending the UPHOA Bylaws

1. The Board will produce and edit a proposed draft of 2024 Colorado standard by-laws. The proposed bylaws draft will be produced using a copy of Amended and Restated Bylaws that meet current CRNCA (Colorado Revised Non-profit Corporation Act), CCIOA (Colorado Common Interest Ownership Act) and the UPHOA CCR&E's.
2. A committee will be appointed "Bylaws Review Committee". This committee will consist of Member (homeowners) volunteers, and Board members. The committee will learn and understand the relationship between statutes & bylaw relationships and responsibilities. The committee will review the draft bylaws from the UPHOA Board, make recommendations, and present them to the UPHOA Board.
3. The bylaw committee recommendations will be reviewed by the UPHOA Board and be prepared for a vote by all Members.
4. The proposed bylaws will be sent to all Members (homeowners) of UPHOA. Members will vote to accept/not accept the proposed bylaws.
5. If approved by majority vote, the proposed bylaws will be placed into effect. If the proposed bylaws are not approved by the Members, then the UPHOA Board will update current (old) Bylaws only to be in compliance with current state laws.

### **3: Small "working meeting with a few owners & Board."**

A discussion was held, and the Board voted unanimously to participate in a small-group working meeting requested by a group of homeowners.

The intent and purpose of the small working meeting was discussed by Board members. The Board feels committed to working together with all homeowners. The goals of the meeting are to listen and make sure they know we hear them, explain the work that the Board is currently doing, and let the homeowners know that the Board wants them to be a participant, the Board is a group of volunteers, and that the Board wants a positive community.

The Board discussed the logistics of the small working meeting. During the meeting, the East Library was approached (via the Library web page) to reserve a meeting room for February 7, 2023 (at the time of the meeting reservation was pending).

The Board asked Mr. Nordhausen to contact Penny Hubbard with details. To continue the small group idea, Board members agreed that Mr. Nordhausen will request that Ms. Hubbard bring 3 homeowners (including herself) and the Board would send 3 Board members (Mr. Nordhausen, Mrs. Walton, and Mrs. Bunker) to create balanced representation from each group. The Board requested Mr. Nordhausen to hold off announcing the location of the meeting until the East Library had confirmed the meeting room in case the location needed to be changed.

### **4: How to engage the entire UPHOA to join the bylaw committee and other committees.**

A short discussion was held on the best way to advertise the need for volunteers from the entire UPHOA. The Board left this issue for another meeting.

There being no further business, the meeting was adjourned at 3:10 PM.

Respectfully submitted,  
Nancy Bunker – Secretary UPHOA Board