AMERICAN VILLAGE SUBDIVISION PROPERTY OWNERS ASSOCIATION, INC.

DRAFT – Q1 Board of Directors Meeting Minutes

Date: April 2, 2026

Time: 5:30 PM Mountain Time (Called to Order at 5:33 PM)

Location: Virtual Meeting

1. Call to Order

The Q1 Meeting of the Board of Directors of the American Village Subdivision Property Owners Association, Inc. was called to order at 5:33 PM Mountain Time. Management confirmed notice of the meeting was provided in accordance with governing documents and Colorado law.

2. Attendance and Quorum

The following directors were present: Doug Hollister (President), Michael Gabrielli (Vice President), and Amber Wagner (Member at Large).

Also present was Design HOA as management. Kathy O'Connor, homeowner, joined during the open session.

Joyce San Steven was absent.

Management confirmed that a quorum of the Board was present, and the meeting proceeded.

3. Approval of Prior Meeting Minutes

The Board reviewed the draft minutes from the prior meeting, which had been previously prepared and posted. No revisions were requested.

A motion was made by Amber Wagner to approve the prior meeting minutes, seconded by Michael Gabrielli. The motion passed unanimously

4. Organizational Matters and Board Composition

Management noted that Joyce San Steven has been non-responsive and that an additional vacancy remains on the Board. The Board discussed the need to recruit an additional member to distribute responsibilities more evenly.

Doug Hollister stated he may have a potential candidate with prior HOA board experience and agreed that any nomination should be brought forward at a future meeting for formal action.

The Board also discussed officer roles in light of current participation. Doug Hollister moved to appoint Amber Wagner as Secretary-Treasurer, replacing Joyce San Steven. The motion was seconded by Michael Gabrielli and passed unanimously.

5. Bank Signatory Update

Draft

Management advised that Design HOA is currently listed as a signatory on the Association's bank accounts and recommended adding an active Board member for oversight and continuity.

Following discussion, Doug Hollister moved to appoint Amber Wagner as an additional signatory on both operating and reserve accounts. The motion was seconded by Michael Gabrielli and passed unanimously.

Management will coordinate completion of the required banking documentation.

6. Financial Reports

Management presented financial reports as of March 25, 2026, noting that the Association remains financially stable with no significant budget variances.

Doug Hollister raised questions regarding reserve allocations. Management explained that combined owner payments require reconciliation in PayHOA to properly allocate funds between operating and reserves. Management will incorporate this reconciliation into regular financial reviews.

The Board also discussed PayHOA access for Board members. Management will review current permissions and report back regarding appropriate access levels.

7. Old Business

7.1 West Greenway / Common Area Maintenance

The Board discussed maintenance responsibility for the greenway west of the development. It was confirmed that only a portion is maintained by American Village I, while adjacent areas appear to fall under another entity.

Michael Gabrielli reported that American Village II supplies water to the western strip and that mowing has been occurring periodically. The Board determined no immediate need to assume additional maintenance costs. A small Association-owned strip will be included in future weed maintenance planning.

7.2 Dog Waste Station

The Board discussed a recently installed dog waste station near Meade. It was clarified that one station was privately installed, while another has historically been maintained using Association-purchased supplies. Future supply costs will be monitored and may be incorporated into future budgets.

7.3 Amended and Restated Governing Documents

The Board acknowledged that the proposed amended and restated governing documents did not pass due to lack of quorum and insufficient approval.

Discussion centered on pursuing a narrower amendment approach focused on compliance with Colorado law rather than broader changes. Management offered to assist with future homeowner education materials and communication efforts if the Board elects to revisit the process.

8. New Business

8.1 Policy Review for Legal Compliance

The Board discussed the need to review collection and enforcement policies for compliance with updated Colorado law.

Doug Hollister moved to direct Design HOA to review these policies and recommend updates as

Draft

needed. The motion was seconded by Michael Gabrielli and passed unanimously.

8.2 2027 Budget and Reserve Planning

The Board discussed early planning for the 2027 budget. Management reported the Association is currently under budget.

Doug Hollister emphasized the importance of reserve planning for irrigation infrastructure. Michael Gabrielli agreed to obtain replacement cost estimates while gathering landscaping bids.

Doug Hollister also noted the existence of historical agreements with American Village II and will provide those records to management.

8.3 Records Transfer and Recordkeeping

The Board discussed the importance of centralizing Association records. Doug Hollister will scan and provide historical documents to management for storage.

9. Irrigation / Water Turn-On / Backflow Testing

The Board discussed irrigation system turn-on. Michael Gabrielli will coordinate system activation and manage timer settings conservatively.

It was clarified that most of the system is supplied through the City of Montrose, not UVWUA allocations, except for the western greenway.

Backflow testing must be completed within 30 days of system activation. Management will assist in coordinating testing once timing is confirmed.

10. Owner Open Forum

The owner forum was opened for comments.

Doug Hollister encouraged use of the City of Montrose “Click Fix” app for municipal issues.

Kathy O’Connor raised concerns regarding visible storage of boats and trailers. Management explained enforcement procedures and distinctions between HOA authority and public street regulations.

The Board emphasized the importance of consistent, community-wide enforcement. Potential compliance inspection processes were discussed, including use of volunteers or contractors, but no formal action was taken.

11. Executive Session

The Board entered executive session to discuss delinquencies, owner account matters, vendor contracts, and enforcement-related matters. No formal actions were taken during the executive session.

12. Adjournment

There being no further business, the meeting was adjourned at 6:54 PM Mountain Time.

Draft