

# MINUTES

## ASPEN VILLAGE HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

January 13, 2026  
6:00 pm

Aspen Village Clubhouse  
31 Aspen Village Rd., Aspen, CO 81611

### Join Zoom Meeting

<https://zoom.us/j/92298328703?pwd=fuALcqRgMD30JpgY3bxd0sc107cQfO.1>

Meeting ID: 922 9832 8703

Passcode: 646849

### Board Members:

Kate Spencer | James Anderson | Michael Masciocchi | Dan Fellin | Tyler Schube

<b>Directors Present:</b>	Kate Spencer	President
	Michael Masciocchi	Treasurer
	Dan Fellin	Secretary
	James Anderson	Vice President
<b>Directors Absent:</b>	Tyler Schube	Director
<b>Property Manager Present:</b>	Megan Rodman	Property Manager
<b>Owners Present:</b>	Laura Post	Lot 139
	Juan Manuel	Lot 111
	Matt Issac	Lot 113

### 1. CALL TO ORDER

The Board of Directors meeting was called to order by Director Kate Spencer at 6:35PM MST.

### 2. APPROVAL OF NOVEMBER 11, 2025 BOARD MEETING MINUTES

The Board reviewed and considered for approval the November 19, 2025 draft meeting minutes.

Director Michael Masciocchi moved and Director Dan Fellin seconded to approve the November 11, 2025 minutes as presented. No homeowner comments. Motion Passed.

### **3. HOMEOWNER COMMENTS**

The Board will open up discussion for items not on the Agenda, brought forth by present homeowners. Homeowners will have a three (3) minute maximum per item.

The following homeowner comments were made:

- Laura Post, Lot 139, expressed concern that significant funds had been lost related to the gym, clubhouse, park, and pool. The Board clarified that these amenities are not managed or funded by the HOA, but are instead operated by the Metro District (Romero Group). Laura also encouraged owners to gather signatures in support of allowing dogs in the community.
- Matt Issac, Lot 113, requested that his late fees be waived.

The Board agreed by consensus that if an owner pays their delinquent balance in full, all associated late fees will be waived.

### **4. BOARD COMMENTS**

The Board will open up discussion for items not on the Agenda.

No Board comments were made.

### **5. HOA FINANCIAL REPORTS**

The Board reviewed the December 2025 financial reports for approval. During the review, the following items were noted:

- Management will confirm whether any revenue received in 2025 that is intended for 2026 should be adjusted or reversed to ensure proper accounting.
- The Board asked whether the savings account requires a minimum balance to avoid fees. If a minimum balance is required, the account will be maintained accordingly; if not, the Board will consider closing the account if the balance reaches \$0.
- The 2026 actuals appear to be off by one owner, with revenue totaling \$59,800 showing a \$200 discrepancy. Management will identify the missing owner entry and correct the record.
- 1099 forms do not need to be filed for Aspen Village HOA.

Director Michael Masciocchi moved and Director Kate Spencer seconded to approve the November 2025 financial reports as presented. There were no homeowner comments. Motion passed.

### **6. GOVERNING DOCUMENTS PROJECT UPDATE**

The Board of Directors will share an update on the governing documents project and discuss the owner consent form to be sent.

No update – comments from legal have not been received.

## **7. BOARD OFFICER POSITIONS**

The Board of Directors determined the officer positions among the current directors as follows:

- **President:** Kate Spencer
- **Vice President:** James Anderson
- **Treasurer:** Michael Masciocchi
- **Secretary:** Dan Fellin
- **Director:** Tyler Schube

## **8. RIGHT OF FIRST REFUSAL**

The Board of Directors ratified the decision to waive the Association’s Right of First Refusal for the following properties:

- Lot 14
- Lot 111

Director Kate Spencer moved and Director Michael Masciocchi seconded to ratify the ROFR for Lots 14 and 111. No homeowner comments. Motion passed.

## **9. ACC COMMITTEE MEMBERS**

The Board of Directors discussed issuing a notice to the community seeking owner volunteers to serve on the Architectural Control Committee (ACC). A call for nominations will be sent to owners, with submissions requested by March 1, 2026.

Directors Dan Fellin and Tyler Schube will continue to serve on the ACC.

## **10. EXECUTIVE SESSION**

Director Michael Masciocchi moved and Director Kate Spencer seconded to end the open session of the Board meeting at 7:47PM and to move into Executive Session. No homeowner comments. Motion Passed.

Director Dan Fellin moved and Director Michael Masciocchi seconded to end executive session and move back into open session at 7:33PM. Motion Passed.

## **11. ADJOURNMENT**

Director Tyler Schube moved and Director Michael Masciocchi seconded to adjourn the Board meeting at 8:17 PM. Motion Passed.

The next Board of Directors meeting will be on March 10, 2026.

CC Kate on ACC meeting emails.