M I N U T E S

ASPEN VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING

Thursday, July 2, 2026
6:00pm

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

Join Zoom Meeting
https://zoom.us/j/96479362948?pwd=KGwEJkVP79tZcmai4ykOp1CeiXb0Qb.1
Meeting ID: 964 7936 2948
Passcode: 596785

Board Members:
Kate Spencer | James Anderson | Michael Masciocchi | Dan Fellin | Tyler Schube

Directors Present:	Kate Spencer	President
	James Anderson	Vice President
	Michael Masciocchi	Treasurer
	Tyler Schube	Director
Directors Absent:	Dan Fellin	Secretary
Property Manager Present:	Megan Rodman & Morgan Welch	Property Manager
Owners Present:	Bill Woodward	Lot 141
	Manuel	Lot 111
	Roger Baillageron	Lot 002
	Steve Wright	Lot 102
	Joy Reichart	Lot 013

1. **CALL TO ORDER**

   The special Board of Directors meeting was called to order by Director Kate Spencer at 6:00PM MST.

2. **ARCHITECTURAL REVIEW COMMITTEE (ARC) PROCESS & ARC GUIDELINES**

The Board reviewed Article VII of the Second Amended and Restated Declaration regarding the authority, responsibilities, and procedures of the Architectural Review Committee (ARC). The Board also reviewed the first draft of the proposed **ARC Guidelines**, which reorganize the architectural standards previously contained in the former Declaration into a standalone guidance document. The Board discussed that the purpose of the guidelines is to provide homeowners and the ARC with a clear, user-friendly reference while preserving the architectural standards previously adopted by the Association. The draft also includes new procedural sections explaining when ARC approval is required, when it is not required, and the process for submitting applications. The Board discussed distinguishing between routine maintenance activities that do not require ARC approval and projects that alter the exterior appearance or character of a Lot and therefore require review.

The Board generally agreed that the following items **would not require ARC approval**, provided the work is consistent with the Architectural Guidelines and the property remains neat, attractive, and well maintained:

- Routine landscaping that does not involve excavation or significant grading, including planting or replacing shrubs, flowers, and similar vegetation.
- Installation of garden beds, decorative stone pathways, and walkways that do not alter drainage or site grading.
- Exterior painting or staining using previously approved colors.
- Routine repairs, maintenance, and replacement-in-kind that do not materially change the appearance of the home or Lot.

The Board discussed that the following types of projects **would require ARC approval**:

- Construction of additions or expansions to an existing residence.
- Any project that changes the footprint or building envelope of the home or Lot.
- Construction of a new residence or other approved structure.
- Full roof replacements involving changes to roofing materials, colors, or design.
- Full replacement or substantial modification of exterior siding or other exterior building materials.

No formal action was taken. Management was directed to continue refining the draft ARC Guidelines based on the Board's discussion and present a revised draft at the July 14, 2026 regular board meeting for review and consideration for approval.

3. ARC COMPOSITION & MEMBER APPOINTMENTS

The Board reviewed the composition and appointment provisions for the Architectural Review Committee (ARC) as outlined in Article VII of the Second Amended and Restated Declaration. The discussion included the number of ARC members, Board representation on the committee, qualifications and expectations for service, and whether to solicit homeowner volunteers to serve on the ARC.

Following discussion, the Board determined that it would not issue a call for homeowner nominations at this time. Instead, the Board agreed that the ARC would be comprised exclusively of members of the Board of Directors.

Director Kate Spencer moved and Director James Anderson seconded to establish the Architectural Review Committee as a committee consisting solely of Board members, with individual appointments to the ARC to be made at the Board's regular meeting on July 14, 2026. No homeowner comments. Motion Passed.

4. ADJOURNMENT

Director Kate Spencer moved and Director Tyler Schube seconded to adjourn the Board meeting at 8:16 PM. No homeowner comment. Motion Passed.