Chateau Chaparral Owners Association
10795 CR 197-A
Nathrop, CO 81236
(719) 395-8282

Board Officers
President/Treasurer – Kristi Davis #100
Vice President – Jody Juneau #96, 228, 229, 119
Secretary – Jen Schiavone #221

Board Members
At Large - Ben Althoff #153, 163
At Large – Don Henning #31
At Large – Joanie McCord #143
At Large – Ashley Cooper #281

Board of Directors
Minutes of Regular Meeting
January 26, 2026, 6:00 p.m.

I. CALL TO ORDER

President Kristi Davis called the meeting to order at 6:01 p.m.

ROLL CALL

Board members in attendance:
_x___ Kristi Davis - President/Treasurer
___x_ Jody Juneau- Vice President
___x_ Jen Schiavone - Secretary
__x__ Ben Althoff - At Large
_x___ Don Henning - At Large
__x__ Joanie McCord - At Large
___x_ Ashley Cooper - At Large

II. Approval of Minutes

Motion by Jen: Move that the Board shall approve the minutes of the November 20, 2025 meeting. Seconded and passed without dissent.

III. Ratification Outside of Board Meeting

- Truck repairs - Motion by Jody: Move that the Board shall ratify the e-vote to approve repairs on the CCOA truck by Reliance Motor Works. Seconded and passed without dissent.
- EMG contract termination - Motion by Joanie: Move that the Board shall ratify the e-vote to terminate the HOA management contract with EMG effective 2/28/26. Seconded and passed without dissent.
- Ascent Management agreement - Motion by Jen: Move that the Board shall ratify the e-vote to approve a new HOA management contract with Ascent effective 3/1/26. Seconded and passed without dissent.

IV. Update on Management Company Actions

The Board reiterated the decision to terminate CCOA's contract with EMG and enter into a new contract with Ascent Management, as communicated on 1/26/26 in an email to the community. The Board discussed the next steps, which can be found in the email, and opened the floor for resident questions.

V. DISCUSSION/QUESTIONS

Each resident present may express their concerns for up to three (3) minutes. A member of the board may give a brief response. Speakers must observe proper behavior and rules of decorum.

Question and answer highlights:

- **Management company transition - operational and financial details**
  - Question (from email): What is the breakdown of the 2026 dues assessments?
    - Answer: Dues - $620.00, Sewer - $647.00, Water - $333.00 (Total - $1,600.00)
  - Question: If I've already paid my 2026 dues, do I need to do anything?
    - Answer: No, we are transitioning all financials from EMG to Ascent. If we find any discrepancies, we will notify you.
  - Question: Where should we submit our remaining partial or full dues payments?
    - Answer: Please hold dues payments until the Board provides more information on how/where to submit; we will likely have this information around 3/1/26.
  - Question: Does the Board have back-up financials and other CCOA data?
    - Answer: Yes, we do have back-ups of all records shared with EMG. The Board will work with EMG over the next 30 days to transfer all records, data, and financials to Ascent.

- **Security system contract**
  - Question: Why are we adding cameras and a WiFi network extender to the maintenance shed? Can we save money on the contract by removing that service?
    - Answer: The Board felt it would be prudent to add a security system to the maintenance shed to protect CCOA equipment investments. We will have further discussion.
  - Question: Why do we need keyfobs for lodge access, can't we just distribute regular keys?
    - Answer: Keyfobs will allow CCOA to connect lodge access controls to individual property owners to ensure a more secure amenity and adds accountability for property protection. Every property will receive one keyfob, with the option to purchase additional keyfobs. If keyfobs are lost or stolen, it will be the property owner's responsibility to purchase a replacement. The Board and new management company will communicate how keyfobs will be distributed once security installation is scheduled.
  - Question: How can we ensure the WiFi network for the new security system is secure?
    - Answer: The security system will not utilize the public WiFi in the lodge; there is a second, closed network available. The Board will work with the security company to ensure the network is secure, and will investigate adding password protection to the public WiFi to ensure only those who should have access to it can use it.

    - Question: Can the lodge be reopened for use without the lockbox, or do we have to wait until the new security system is installed?
        - Answer: The Board will investigate this possibility and communicate a decision with the community.

VI. **Old Business**

- **Just In Case Security proposal vote**
  Motion by Jen: Move that the Board will move forward with the security proposal contract, without the added expense of including the maintenance shed. Seconded and passed without dissent.
- **2026 budget discussion**
    - Final 2025 financials are not complete yet, but 2025 ended favorably, likely with more budget carryover for 2026 than anticipated.
- **Ice machine and laundry discussion**
    - Exploring options for monthly machine servicing; will also look into whether spare parts for the dryers are stored in the maintenance shed.
- **Illinois bathhouse roof update**
    - Roof replacement almost complete. Message to the community: please be mindful of leaving stocked bathroom supplies where they belong, and using the bathhouse for its intended use - i.e. not for pet bathing or plant watering.

VII. **New Business**

- **Governing documents**
    - Board working to update CCOA governing documents - mainly modernizing for 2026, not anticipating major changes.
- **Treasurer's report**
    - Received 2024 audit report - looking at some of the findings and cleaning up what's considered depreciating asset designations.
- **Other maintenance updates**
    - Justin is exploring installing street signs with lot numbers.

VIII. **Executive Session**

Motion by Ashley: Move that the board shall go into Executive Session at 7:10 p.m. Seconded and passed without dissent.

NEXT MEETING DATE

The next monthly Board meeting is scheduled for February 23, 2026, 6:00 p.m.

Adjournment: There being no further business to discuss, Kristi Davis adjourned the meeting at 7:20 p.m.

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

J. Schiavone

Digitally signed by J. Schiavone
DN: cn=J. Schiavone, c=US, o=CCOA, ou=Secretary, email=ccoasecretary@gmail.com
Date: 2026.08.27 19:04:44 -06'00'

2/23/2026

Jen Schiavone, Secretary

Date