

COTTONWOOD LANDING TOWNHOME HOMEOWNER ASSOC.

1512 Grand Ave., Suite 109  
Glenwood Springs, CO 81601  
(970) 945-7266  
Board of Directors Meeting

Held on-site (2562 Woodberry)  
Glenwood Springs, CO 81601

September 10, 2012

6:30 p.m.

PRESENT: George Fuller – Board  
Ted and Sheryl Doll – Board  
Art Stuerwald – Board  
Jared Walter – Board  
Justin Windholz – Crystal Property Management

A Board of Directors meeting for Cottonwood Landing Townhome Homeowners Association was held at 2562 Woodberry Dr, Glenwood Springs, CO 81601. The meeting was called to order at 6:35 pm. A quorum of the Board was established.

- Current Financials
  - The August 2012 financial reports were reviewed. A motion was made to approve the financial reports for August 2012. The motion was seconded and approved.
- Previous Meeting Minutes
  - The meeting minutes from August 2012 were reviewed. A motion was made to approve the minutes. The motion was seconded and approved.
- New Business
  - One owner at the complex requested permission to install a swamp cooler at their property. The ACC reviewed the request prior in the month. The ACC recommended approval for the project. A motion was made to approve the request noting that the owner of the property will be responsible for any roof damage or leaks that possibly result in the installation. The motion was seconded and approved.
  - The Board members discussed the pending agreement with Comcast for an easement on the Association's property. The requested changes still have not been made, but the Board agreed that a meeting with the construction supervisor was necessary. CPM agreed to try and coordinate the meeting.
  - Justin Windholz reported that all the trees have been installed as agreed at a recent landscaping walk through.
  - The Board discussed the upcoming 2013 Annual Meeting and 2013 Budget. It was requested that more up to date numbers be gathered for the

replacement costs of the asphalt and roofs. CPM agreed to get those costs. It was agreed that the remainder of the meetings would be scheduled for October 3, 2012, November 7, 2012 and tentatively December 5, 2012.

With no further business the meeting was adjourned at 7:30 pm.

Respectfully,

Justin Windholz