

COTTONWOOD LANDING TOWNHOME HOWEOWNER ASSOC.

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

Held at 2522 Woodberry Dr
Glenwood Springs, CO 81601

February 3, 2020
6:30 p.m.

PRESENT: George Fuller – Board Member
Mary Wiener – Board Member
Pat Helling – Board Member
Sheryl Doll – Board Member
Justin Windholz – Crystal Property Management

A Board of Directors meeting for Cottonwood Landing Townhome Homeowners Association was held at 2522 Woodberry Dr, Glenwood Springs, CO 81601. The meeting was called to order at 6:30 pm. A quorum of the Board was established.

Financial Reports

- The Board reviewed and discussed the financial reports from January 2020. A motion was made to approve the reports. The motion was seconded and approved.

Meeting Minutes

- The Board reviewed the meeting minutes from the January 2020 Board Meeting. A motion was made to approve the minutes. The motion was seconded and approved.

Old Business

- The Board discussed updating the Rules and Regulations as well as Policies and Procedures. Draft rules and policies were reviewed. It was agreed that they look good but should be sent to the attorney to ensure they cover everything he believes needs covering.
- Sheryl Doll and Pat Helling presented draft Design Review Guidelines. The Board reviewed them, made several suggestions. Sheryl agreed to modify the documents and then have them sent to the attorney for final review before they're officially adopted.
- The Board entered an executive session to discuss several legal matters.

New Business

- The Board discussed several covenant violations.
- A notice was recently sent to all unit owners concerning ice dams and how to deal with them.

- Roof bids are being collected for building C. Mary Wiener will also contact Scott Mills to do energy audits on the building.
- The lift station bid was previously approved and a down payment was issued to the vendor. The parts have been ordered and the work is scheduled to begin later in the month.
- A section of the fence along Midland Ave was recently damaged by a vehicle. The vehicle owner was identified and an claim was submitted to the drivers insurance. The fence should be repaired soon and the bill will be sent to the insurance company for reimbursement.

With no further business the meeting was adjourned at 8:20 pm. The next Board meeting was scheduled for March 9, 2020 at 6:30pm.

Respectfully,

Justin Windholz