

COTTONWOOD LANDING TOWNHOME HOWEOWNER ASSOC.

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

Held on-site (2583 Woodberry)
Glenwood Springs, CO 81601

January 7, 2015
6:30 p.m.

PRESENT: Jared Walter – Board
Sheryl Doll – Board
George Fuller – Board
Mary Wiener – Board
Justin Windholz – Crystal Property Management

A Board of Directors meeting for Cottonwood Landing Townhome Homeowners Association was held at 2583 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 December 2014. A motion was made to approve the reports. The motion was seconded and approved
- The Board asked for an additional report, which will be emailed to the Board.
- A motion was made to move \$15,000 from the operating account to the reserve account. The motion was seconded and approved. The funds will be allocated so that \$5,000 is earmarked for paving and \$10,000 is earmarked for roofing.

Meeting Minutes

- The Board reviewed the meeting minutes from November 2014. A motion was made to approve the minutes. The motion was seconded and approved.
- The Board reviewed the meeting minutes from the Annual Meeting held in December. There were no corrections to the minutes and they will be formally approved at the 2015 Annual Meeting.

Old Business

- Justin Windholz reported that the tree vendor has been busy and unable to start the project. Mary Wiener agreed to contact the vendor to discuss time frames.
- The Board reviewed the xeriscape project. The Board agreed that the areas, which will be started first, would be control 5 and valve 7. This will be discussed with the landscapers in the spring. Justin Windholz reported that he spoke with some landscaping experts on how to best

proceed with native grass installation. The experts gave advice, which will be passed on, to the landscapers.

- The Board discussed other landscaping projects, which will be reviewed in the spring.

New Business

- Justin Windholz reported that several units are in need of gutter repairs. Mary Wiener noted that her building is in need of gutter redesign as well. It was agreed that Crystal Property Management would collect pricing for gutter repairs.
- Justin Windholz reported that one of the mailboxes was damaged by either vandalism or from a vehicle. He reported that a new mailbox was ordered and will be installed soon.
- The Board reviewed the current reserve fund balances. It was agreed that new pricing would be obtained this year for asphalt and roofing to ensure that the reserve plan is adequate.
- Jared Walter reported to the Board that he would like to explore the option for the Association to obtain a permit to drill for non-potable water. After discussion, the Board agreed that the idea would be worth exploring. Jared advised that he would send the results of his findings to the Board and that it would be reviewed at a future meeting.
- Several violations were discussed including parking, pets and a non-conforming use of the garage space. It was agreed that the violations would be handled in accordance with the Association's policies.
- The Board discussed the 2015 Board positions. An election was held resulting in George Fuller – President, Jared Walter – Vice President, Ted Doll – Treasurer and Mary Wiener – Secretary.
- The Board agreed to the 2015 schedule: March 4, April 1, May 6, June 3, July 1, August 5, September 2, October 7, November 4 and December 9.

With no further business the meeting was adjourned at 8:30 pm.

Respectfully,

Justin Windholz