

# Minutes of Cottonwood Court Homeowners Association, Inc.

Date: March 12, 2024

Place: Zoom Online Meeting

Attendees:

Title	Name	Present/Absent
President	Chris Lawson	Present
Vice President	Jesse Sehlmeier	Present
Treasurer	Randy Howard	Present
Secretary	Kelley Roth	Present
Member at Large	Bob Strange	Present
Community Manager	Laura Williams	Present

## 1. Call to Order

BOD Meeting called to order at 5:56 PM by Chris, Jesse seconded.

## 2. Homeowner/General Discussion

Disturbances from unit 107 are continuing almost daily. We have submitted a request to the Littleton Records Department for the number of times police have had to respond to the unit since these tenants have moved in. The owner has been notified and discussions have been had regarding assessing penalties for violating community rules and standards.

Towing cars, all cars in violation of the rules are to be tagged and towed 72 hours later.

### 3. Approval of Minutes

Kelley made motion to approve minutes from January 2024 meeting as written, Jesse seconded.

### 4. Financial Reports

- A. Financials are in good shape and we're accumulating savings.
- B. We are working on renewing insurance; insurance spending is as anticipated.
- C. Altitude Community Law is working on re-writing Articles of Incorporation, By-Laws, CCR's and Rules & Regs. They are charging a flat fee if we do not have many changes to their suggestions.

### 5. Old Business

- A. 2 new porch lights to be ordered.
- B. Communications to be sent to Owners.
  - i. Spring Cleanup scheduled for April 27th 10a-2p.
  - ii. Email to also include any maintenance requests.
  - iii. Email to include parking agreement.
- C. Invoices Reviewed, Chris motioned to approve all invoices. Jesse seconded.

### 6. New Business

- A. Owner of 101 to be contacted regarding disruptions and property damage.
- B. Review of Declarations
- C. Email blast to be sent to owners, and notices to be posted on doors for tenants, regarding point of contacts for concerns.

### 7. Suggestions for Future Business

BOD to do final review of documents to be sent to lawyer on April 9 zoom meeting @6:00p.

8. Proposed Meeting Dates & Times

Date	Invitees	Where	When
Tuesday April 9, 2024	Closed	Zoom	6:00 pm
Tuesday May 14, 2024	Open	Zoom	6:00 pm
Tuesday July 09, 2024	Open	Zoom	6:00 pm
Saturday September 14, 2024	Annual Meeting	Courtyard	10:00 am
Tuesday November 12, 2023	Open	Zoom	6:00 pm

9. Meeting adjourned at 7:30 PM by Chris and seconded by Kelley.