

MINUTES SUBJECT TO NEXT ANNUAL BOARD MEETING APPROVAL

Tuesday October 7
Place: Bemis Library
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	Earl Kastle	Present
Community Manager	Laura Williams	Present

Minutes of Cottonwood Court Homeowners Association, Inc.

1. Call to Order
 - a. Meeting called to order at 6:05 PM by Chris, Randy seconded.
2. Approval of Minutes
 - a. Kelley made motion to approve minutes from last annual minutes, Jesse seconded
Approved unanimously.
3. Financial
 - a. New budget presented; currently under budget.
 - b. Upcoming expenses: governing documents, capital and deferred improvements.
 - c. Snow removal costs were overestimated for 2024–2025.
 - d. Legal documents for 2025 pending completion.
 - e. Sewer budget increased due to annual rate hikes.
4. Old Business
 - a. Security cameras replaced.
 - b. Sprinklers winterized.
 - c. Weekly property cleaning ongoing.
 - d. Sewer line scoped (8/25/25); no cleaning needed.
 - e. Xeriscaping proposed for Prince Street (low priority).
5. New Business
 - a. Dryer Vents: Cleaning and cover replacement estimated at \$7K+; medium priority.
Residents may clean their own units.

- b. Parking Lot: Resurfacing needed (low priority); Laura to obtain bids.
 - c. Courtyard Posts: Replacement and downspout extensions required (high priority); Laura to get bids.
 - d. Stairs: Repainting needed.
 - e. HOA Policies: Updates in progress; Laura to consult legal counsel.
 - f. No Smoking Policy: Resident reminder and signage installation planned.
 - g. Community Cleanup: Discontinued due to low participation; contractors to handle annual maintenance.
 - h. Maintenance Concerns: BOD to inspect property and seek alternate bids.
 - i. Bird Nest: Removal from 2nd-floor dryer vent scheduled.
6. Nomination and Voting
- a. Secretary position open; no volunteers.
7. Adjournment
- a. Meeting adjourned at 7:18 PM by Kelley. Seconded by Jesse.