

## MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL

Date: May 18, 2021

Place: CWC Courtyard

Attendees:

Title	Name	Present/Absent
President	Tracy Penman	Present
Vice President	Sean Abbott	Present
Treasurer	Lloyd Gantzer	Absent
Secretary	Kelley Roth	Present
Member at Large	Chris Lawson	Present
Community Manager	Laura Williams	Present

### Minutes of Cottonwood Court Homeowners Association, Inc.

#### 1. Call to Order

BOD Meeting called to order at 6:14 PM by Kelley, Chris seconded

Community Meeting called to order at 7:01 by Kelley, Chris seconded

#### 2. Approval of Minutes

Kelley made motion to approve minutes, Chris seconded.

#### 3. Financial

Currently we are over budget by 27K YTD. We have had some extraordinary expenses with legal action, snow removal and stair repair deposits; no questions or concerns at this time as if there are no more surprise, we should be caught up in 3-4 months with people paying their monthly dues.

#### 4. Old Business

- Rapid Restoration has stated they have finished in all units. 211 still has concerns as the wall in the back bedroom is not straight and has a crack. Rapid has had an engineer come out, the engineer said to keep an eye on it. Rapid is supposed to provide pictures with proof that they did the restoration correctly. Pending pictures from Rapid. 1K reimbursement for damage to 311 refrigerator to be paid to Laura upon payment of final 10% withholding.
- Repair of west stairs and landing have been finished. There is concern about some of the wood not being pressure treated and the first step is too high. Also, 4X4 are not centered in the caissons and they are already starting to crack, Laura has called Randy and is waiting a call back, will follow up again.
- Community cleanup was highly successful, and all the following projects were complete:
  - Railroad ties were re-done next to the west stairs as part of the garden had to be dug up for the repairs.
  - New numbers for missing parking signs installed.
  - Patio tables and chairs were painted.
  - Pavers in courtyard were leveled.
  - Grip tape was installed on 3rd floor.
  - The grass was mowed and fertilized.
  - The broken pickets in the parking lot were replaced.
  - The storage shed was cleaned out and organized.

- Trash that had accumulated near the shed over the years was thrown away.
- Owners to submit their homeowners' insurance, COI to be sent to Twisted Property by June 30
- Laura still pending parking agreements.
- The North most tree on Prince is causing uneven sidewalks and is a liability issue. BOD has decided that we will try to level the uneven corners of the sidewalk out.

##### 5. New Business

- "No Trespassing" signs to be installed at Prince Street entrance and the ends of buildings A & C.
  - Board to decide on lawn mowing schedule, or we will need to hire someone. It should be mowed 2 times a week with the hand mower, Thursday nights & Mondays. Sean has weed whacker and will use at his convenience. Kelley to mow on Thursdays.
  - Sewer bill will be coming up.
  - Garden budget - Per Sean King, we will need soil and flowers to go in pots as well as mulch. Kelley approved \$300 for gardening budget and Chris seconded.
  - Kelley motioned for HOA to buy a gas grill for the community, Chris seconded and proposed a \$250 budget to get a decent grill and a grill brush. Clint, of 313 has volunteered a tank for us to fill as well as his service to anchor the tank and grill into the ground to avoid theft. Tracy Smith to write up Community rules for using grill.
  - Unit number for 309 was removed and never replaced during restoration.
  - Laura to have electrician look at the wires hanging off building C near 325.
  - New lock for message board, shed & outlet cover.
- Next Meeting Date**

Meetings will be held monthly, on the second Tuesday of each month, till determined we can meet less often and will rotate between Board Only and Open to Everyone

Date	Invitees	Where	When
Tuesday June 8, 2021	BOD	Courtyard	7:00 pm
Tuesday July 13, 2021	Open	Courtyard	7:00 pm
Tuesday August 10, 2021	BOD	Courtyard	7:00 pm
Tuesday September 14, 2021	Annual Meeting	Courtyard	7:00 pm
Tuesday October 12, 2021	BOD	TBD	7:00 pm
Tuesday November 9, 2021	Open	Zoom/Courtyard TBD	7:00 pm
Tuesday December 14, 2021	BOD	TBD	7:00 pm

Meeting adjourned at 7:50 PM by Kelley and seconded by Chris.

Due to the Corona Virus Concerns and the safety of everyone the monthly meetings open to all residents/owners are currently being held via ZOOM video conferencing.