

COTTONWOOD COURT BOARD MEETING MINUTES

Tuesday December 9, 2025

Place: Zoom

Attendees:

Title	Name	Present/Absent
President	Chris Lawson	Present
Vice President	Jesse Sehlmeier	Present
Treasurer	Earl Kastle	Absent
Secretary	Kelley Roth	Present
Member at Large	Heather Lin	Present
Community Manager	Laura Williams	Present

Minutes for Cottonwood Court Homeowners Association, Inc.

1. Call to Order

BOD Meeting called to order at 6:36 PM by Chris, Jesse seconded

2. Homeowner/General Discussion

No owners called in

3. Approval of Minutes

Chris made motion to approve minutes from July 2025 meeting as written, Jesse seconded

4. Financial Reports

Everything still looks good; we're moving money into savings every month

5. Old Business

- a. HOA is only responsible for the dryer vents on the exterior of the building. HOA to inspect and replace outside vents, estimate cost to be provided.
- b. Courtyard posts on main level and one on second level to be replaced. The railing needs to be reattached.
- c. No smoking signs went up.
- d. Parking lot to be spot repaired.
- e. Community cleanup will no longer be scheduled in the spring due to low attendance.
- f. Xeriscaping on Prince Street; we received a quote from Integrity for removal of current grass, removal of sprinkler system, put in rock and xeriscape type grass for 5K
- g. Policy and Procedures have been rewritten by the HOA. We are compliant with Colorado State Law. Jesse made motion to approve the 9 new required policies effective 1/1/2026 with minor changes as noted in documents, Kelley seconded. All BOD in favor.
- h. Website has been upgraded to accommodate automatic payments.

6. New Business

Future BOD positions, Earl elected as Treasurer

Heather to take over Secretary

Member at Large position is open

7. Suggestions for Future Business

None

8.

Proposed Meeting Dates & Times	Invitees	Where	When
TBD			

9. Meeting adjourned at 8:04 PM by Kelley seconded by Heather