

Cottonwood Park West HOA Board of Directors

MEETING MINUTES August 11, 2015

IN ATTENDANCE: (alphabetical order) Dean Carpenter, Denise Chamberlain, Sharon Greene, Laura Hillstrom, Lesley Jacobs, Art Paolini, Chester Shans, LJ Suzuki, Nicholas Whitaker, Darwin Wissink

OPENING – WELCOME & GUESTS

- Meeting hosted @ 6906 Totara. No guests.
- July minutes approved w/motion from LJ, second from Art, and unanimous vote.

OFFICER ELECTIONS

- Being the first meeting after the annual meeting, we elected new officers as follows:
- President – Chester was nominated and declined.
- President – LJ was nominated, accepted and was voted in.
- Vice-President – Chester was nominated, accepted and was voted in.
- Treasurer – Laura was nominated, accepted and was voted in.
- Secretary – Dean was nominated, accepted and was voted in.

It was decided that the third Tuesday in the month would continue to be the meeting date.

MANAGER'S REPORT

- There is a new email for the HOA office: cpwhoaoffice@gmail.com
- manager@cpwhoa.org is now forwarded to the new email.
- The board went over the P&L and Balance Sheet finding nothing amiss.
- 1 homeowner is over 1 year behind and we need to take action. Sharon will make a final attempt to collect and then refer to our lawyer.
- 6819 Camelia Ct goes on sale today.
- 7552 Nikau was sold off market. **(NOTE: BoCo thinks Leona still owns this!)**
- 6920 Niwot Square Drive landscaping was approved.
- Approved since last meeting: 7517 Nikau Ct solar panels, 6925 Conifer exterior paint, 7760 Manila replacement windows.
- Sharon will research a complaint about heavy equipment accessing Peppertree thru our neighborhood.

WEBSITE UPDATE

- Chester the webguy will post new officer bios and update the officer list.
- Still working on ballot changes.

MAINTENANCE REPORT

- Sharon is working on bids for basketball court repair and Totara/Miro sealing for 2016.
- Jeff is putting out feelers for snow removal and landscaping contract together.

OLD BUSINESS: (Sculpture Park)

- Dean and Denise updated new members on park history.
- There was discussion of the purchase of the building at the 79th and Niwot corner.

NEW BUSINESS – (Common space landscaping)

- Art asked that a decision be made soon while owners are willing to pay for trees/shrubs.
- LJ would like to have more information and a better overall plan.
- Sharon stated that Jeff would like to continue to provide information.
- LJ invited Jeff (thru Sharon) to make a presentation at the meeting next month.

NEW BUSINESS – (Management transition)

- Sharon will prepare a Standards of Procedure and a job description.
- Sharon currently handles HOA business 60-80 hours/month and takes calls every day.
- Nick expressed interest in the position.

- Board members agreed that it would be better for the manager to be an owner onsite.
- LJ suggested we post the job on the bulletin board and website.

NEW BUSINESS - (The next CC&R election)

- Chester would like to keep the documents exactly the same except for the “transient” rental wording; create a better cheat sheet, and make it known that another failure may invoke a court ordered option.
- LJ wondered if we need to re-poll plat 2 since it passed there already.

ACTION ITEMS:

- LJ – asks board to consider our neighborhood values.
- Lesley and Nick will create an old/new document comparison
- Chester will update bios/minutes and talk to Paul Schafer about heavy equipment
- Sharon will contact the Peppertree HOA about the heavy equipment, get Jeff to next meeting, and write an SOP for the management position.
- LJ will look at Fred Thiele’s spreadsheet and project list
- Dean will check w/lawyer on: need to re-poll plat 2 and timing between elections
- Dean will get lawyer emails together

AROUND THE ROOM:

- Laura will host the next meeting.
- Sharon will take notes next time in Dean’s absence.
- Lesley suggested fundraising or business donations to fund some of our projects.
- Dean – will ask lawyer about fundraising and non-profit status.
- Laura moved to adjourn, Nick seconded, all approved.

ADJOURN: 8:30 pm