

**Cottages Community Association  
Board of Trustees Meeting Minutes  
September 16, 2020  
Olsen Home 2:00 PM**

Attendance:

Brent Olsen

Jacquelin Rasmussen

Andrea Perri

Carol Ferguson

Brent Olsen called the meeting to order and welcomed new Board members Jacquelin Rasmussen and Andrea Perri. Brent announced Jonathan Berry has agreed to serve as the new secretary. Jacquelin made a motion to approve August 31 Board Meeting Minutes. Motion was seconded by Andrea. Motion unanimously approved. August 31 minutes will be put on the web site.

September 11 Jessa emailed owners invoice for the \$829 special assessment for road seal. Assessments due October 11, 2020.

Dion will follow up with Utah County Fire Marshal Kirk Bertelsen on the rocks at the Whittemore Road back gate.

- Andrea believes fire truck can drive up the hill at the front gate and get in the back gate.
- Home addresses need to be seen from both directions.
- Light is burned out on sign at front gate.

Jacquelin recommended having the roles and duties of Board positions clearly defined so Board members can make sure they're fulfilling their duties while not stepping on others' toes or duplicating roles.

Randy Westbrook has volunteered to lead the Landscape Committee. Community clean up, mowing, tree trimming and water shutoff has been scheduled for October 10, 2020.

Kyle Hall will lead the review to update the CC&Rs. Bob Ferguson has volunteered to serve on the committee. Will send email to owners asking for volunteers to serve on the committee. Andrea will ask Bret Van Leeuwen if he has any interest in serving on the committee.

Pictures of the Board will be put on Cottages website unless a member does not want their picture posted. Board members can give Brent a picture or Brent will be glad to take a picture.

Need to get a contract for this season's snow removal.

Reviewed the Development Agreement. Richard White called Brent to discuss his concerns on time. The County Commissioners don't have many work sessions between now and the end of the year. Richard would like to meet with the Board at 7:00 PM Friday.

Board will meet at 6:30 PM Friday at Olsen home before meeting with Richard White at 7:00 PM.

Meeting adjourned.

Respectfully submitted,

Carol Ferguson

Secretary Cottages Community Association

To Do List:

**All review development agreement before Friday's meeting with RW.**

Brent:

- Have August 31 Board meeting minutes posted on website.
- Have pictures of Board posted on website.
- Replace light on sign at front gate.
- Define roles and duties of Board positions.

Andrea:

- Ask Bret if he would like to serve on the CC&R committee.
- Explore options for address signs to present to the board & community.

Jacquelin:

- Follow up on snow removal contract?

Jonathan:

- Email owners notice of October 10 community cleanup.
- Include asking for volunteers to serve on the Landscape Committee.