

WATKINS FARMS
RESOLUTION REGARDING EXAMINATION, INSPECTION, AND COPYING OF
ASSOCIATION RECORDS

WHEREAS, The Board of Directors of Watkins Farm. is empowered to govern the affairs of the Association pursuant to Article II of the Bylaws;

WHEREAS, There is a need to adopt a specific policy on examination, inspection, and copying of Association records;

WHEREAS, It is the intent that this rule shall be applicable to the Board of Directors, agents for the Association and all Unit Owners and this resolution shall remain in effect until otherwise rescinded, modified, or amended by a majority of the Board of Directors;

NOW, THEREFORE, Be it resolved that the following rules on Association records are hereby adopted by the Board of Directors:

Requesting Examination, Inspection, or Copies of Association Records:

1. An owner wishing to examine or copy Association records must complete and submit a Records Inspection and Copying Request to the managing agent for the Association. The request must be made in good faith and for a proper purpose; describe with reasonable detail the records sought and the purpose of the request; and the records are relevant to the purpose of the request.
2. The inspection and copying of the Association's records shall be during regular business hours at the office of the Association or its managing agent, or during the next regularly scheduled Owner or Board meeting occurring within 30 days of the Owner's request, at the discretion of the Board.
3. The Board shall advise the Owner of the time and place of such inspection in writing within five business days of the Owner's request.
4. The inspection and copying of the Association's records shall be at the Owner's Expense, and may be collected by the Association in advance. Owners will be charged actual cost (twenty-five cents per page) for all copies made.
5. Association records, including membership lists, shall not be used by any Owner for:
 - I. Any purpose unrelated to an Owner's interest as an Owner;
 - II. The purpose of soliciting money or property unless such money or property will be used solely to solicit the votes of the Owners in an election to be held by the Association;
 - III. Any commercial purpose;
 - IV. For the purpose of giving, selling, or distributing such Association records to any person; or
 - V. Any improper purpose as determined in the sole discretion of the Board.

Permanent Association Records:

Pursuant to Colorado Law, and Association bylaws, the following shall be kept as permanent Association records:

1. Minutes of all Board and Unit Owner Meetings;
2. All actions taken by the Board or Unit Owners by written ballot instead of at a meeting;
3. All actions taken by a committee on behalf of the Board, instead of the Board acting on behalf of the Association;
4. All waivers of the notice requirements for unit owner meetings, Board member meetings, or committee meetings.

Association Records Held at Principal Office:

Pursuant to Colorado Law, and Association bylaws, the following records shall be kept at the principal office:

1. Articles of Incorporation (Also available on Association web site, www.withcpmg.com)
2. Declarations of Covenants, Conditions, and Restrictions. (Also available on Association web site)
3. Bylaws (Also available on Association web site)
4. Resolutions adopted by the Board of Directors (Also available on Association web site)
5. The minutes of all members' meetings, and records of action taken without a meeting within the past three years
6. All written communications within the past three years to members generally as members
7. A list of the name and business or home address of its current directors and officers
8. A copy of its most recent corporate report delivered to the secretary of state
9. All financial statements prepared for periods ending during the last three years
10. A record of unit owners that allows preparation of a list of the names and addresses of owners, as well as how many votes a unit has

Required Disclosures of Records:

Pursuant to State Law, the following disclosures will be made annually, by written notice within 90 days of the Association's fiscal year ending in December:

1. Association name, name of agent or management company
2. Name of the common interest community
3. The initial date of recording of the declaration, and the declaration's reception number or book and page where the declaration is located
4. Written notice will be sent to all owners within 90 days if the address, designated agent, or management company changes
5. Notice of web address or physical address where other required public disclosures are made available, as mandated by Senate Bill 100.

PRESIDENT'S

CERTIFICATION: The undersigned, being the President of the Watkins Farm Association, Inc., a Colorado non-profit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and conducted meeting of the Board of Directors on, 11/21/26 and in witness thereof, the undersigned has subscribed his/her name.

WATKINS FARM

a Colorado non-profit corporation

By: _____

President