

**POLA - OWNERS TRAINING FOR CONDOMINIUM ASSOCIATIONS**  
**Saturday, December 5, 2009 9:00 - 1100 a.m.**  
**Mountain Plaza Board Room**

***Association Documents at Copper***

*Chart of Copper Mountain Association Documents*

*Function and Scope*

*Role of CCIOA.*

*Roberts Rules of Order*

*POLA web site—Documents and CCIOA*

***Owner Rights - Board, Committee and Owner Meetings***

*Notice to non board owners required by CCIOA or other documents.(308 (2.5)*

*Roberts Rules of Order—where to find*

*What are the limits of owner participation in board and committee meetings?.308 (2.5)*

*CCIOA – what records can owners request and for what purpose(s) (317)*

***New Legislation***

*Carbon Monoxide Detectors – Association Control Issues. C.R.S. 38-45-101*

*Affordable Housing 106.5 (1) (h)*

*New CCIOA section on Reserve Studies 209.5 (i) (b) (X)*

*Requirement*

*Sample Reserve Study Policy*

*Board Member Access to Information 303 (1) (b)*

*Composition of Association Committees 303 (3) (b)*

***Remodeling and Remodeling Contractors***

*Role of Association Documents*

*What if documents are silent?*

*Work without a permit*

*Remodeling that increases noise levels.*

***Self Managed Resort Rentals***

*Sale Tax/Copper Surcharge*

*Rental Agreements*

*Access responsibilities*

*Unauthorized changing of locks*

***Condominium Accounting***

*Review of CCIOA Sections that apply 303 (4) (b)*

*Review of Budget Process*

*Accounting Guide for Common Interest Communities*

*Income Tax Issues*

*Insurance—CCIOA Requirements (313)*

*What is the difference between an audit and a review?*

***Web Sites – Issues***

*Using web sites to increase real estate values*

*Protecting your title and domain names*

*Are you paying too much?*

*Free model sites and standard templates*