



Otter Pond Homeowner's Association

Board Meeting Agenda
Tuesday, September 8, 2015; 3:00 P.M.

Location: Sooolutions Mailing Center, Oxbow Dr.

Email: otterpondhoa@gmail.com

Board Members ('15): President – Margaret Noah
Vice President – Dan Bradburn
Secretary – Roy Anderson
Treasurer – Tim Heavers
Members-at-Large – Bill Thompson, Amy/Tadd King

WELCOME:

Call the meeting to order; Roll Call; Recognition of Homeowners, scheduled Visitors & Guests.

ADDITIONS/CHANGES TO THE AGENDA:

Review and approve minutes from the Board meeting of August 11, 2015.

COMMITTEE REPORTS:

Reports from Chairpersons (Architectural; Pond; Neighborhood Watch; Social; Open Space; Boathouse).

UNFINISHED BUSINESS:

- **Review Ditch report & condition:** Board
- **Review Community Landscaping & Weed Control:** Board
- **Boathouse:** Board – Boathouse applications are due September 30th.

NEW BUSINESS:

- **Financial Review:** Tim
 - Review any outstanding collections
 - Propose valuations for OP assets to be part of the HOA's financials (e.g., boathouse, docks, pond pumps, etc)
- **Non-Compliance Issues:** Dan Bradburn
- **Proposal to Review & Recommend Covenant Revisions:** Roy
- **Annual Homeowners Meeting:** Board – *Preparation Topics* ---
 - Discuss meeting format/assign topics to Board members;
 - Meeting Documents – assign owners for: 1) Annual Meeting Notice; 2) Minutes from last year's meeting; 3) Proxy Form; 4) Budgets from Committee Chairpersons, including next year's budget requests;
 - Have above documents ready for review at next meeting (October 13th);
- **Other new business or concerns:** Board
- **Next Newsletter ideas:** Board

NEXT REGULARLY SCHEDULED BOARD MEETING: Tuesday, October 13, 2015 – 3:00 p.m.