

MINUTES OF THE ANNUAL MEMBER MEETING
OTTER POND HOMEOWNERS ASSOCIATION, INC.

December 10, 2015

Board Members Present: Tim Heavers, Margaret Noah, Dan Bradburn, Bill Thompson and Roy Anderson.

Meeting called to order by Margaret Noah at 6:00 pm

Roll Call: The sign-up roster served as roll call: 31 lot/home owners were present; 10 signed Proxies were provided. Roy Anderson noted attendance exceeded the 25% needed for a quorum.

Proof of Notice: Roy Anderson provided a receipt for 84 postal mailings on November 10, 2015, and his envelope with cancelled stamp; Notice was also posted on same day at the Mail Box kiosk.

Minutes: Minutes from the 2014 Annual Member Meeting were approved.

Board Reports:

Thank-You's – Margaret Noah read a summary of the Thank-You's emailed to everyone in October - the list was lengthy.

Year-in-Review – Margaret summarized the major works undertaken by the Board in 2015, including (among many) a new nuisance wildlife policy, new pumps and aerators in the Pond, and tree/sprinkler maintenance in Otter Park.

Financial Report – Tim Heavers reviewed the 2015 Financial summary, the *Capital Budget Model*, and went over in detail the 2016 Budget. Significant expenses anticipated for 2016 were: (1) Greg Pink discussed the need for the F ditch cleaning including the culvert located next to his house, which may not cost the HOA per se, but will impact residents along the ditch; and, (2) the silt retention pond is in need of cleaning and repairing a hole in the dam done by a muskrat. A comment was made that cleaning the silt retention pond prior to the F ditch will be more effective in trapping the silt sent down stream from the cleaning process.

Using the *Capital Budget Model*, Tim explained the rationale for increasing the annual dues next year by \$30.00 (from \$358 to \$388). Kathy Heffernan made a motion that the dues be increased by \$30; Mary Burgner seconded it; it passed unanimously.

Committee Reports:

Social – Kathy Heffernan reported on the many activities in 2015; she commented that many volunteers, including a chairperson are needed for the Woodgate Road Cleaning effort that happens 4 times a year (once per season). She said the hardest part is the field next to Sonic and this year that will be handled by High School volunteers!

Open Space – Kathy Heavers reported that there are 15 areas her committee manages; there were major expenses in 2015 associated with Otter Park, the Pond and the Tennis Court. Good news is that Hermosa (grounds keeping service) agreed to a contract for the next 2 years for the same price as 2015!

Kathy explained in 2016 we will put in a set of bars on the sidewalk from Cottonwood to Otter Pond Drive to slow kids down as they enter the street on bikes or skateboards. Tadd King offered to help with this solution. Tom Heffernan suggest a "highway" street sign saying (in effect) "Slow - Kids at Play" be put along Otter Pond Drive. Kathy said the school principal has been contacted about parents parking along the street to get their kids after school - we all need to be pro-active to ask people NOT to park there.

Pond – Dan Bradburn reported that the new aeration ports added in 2105 have helped restore the health of the pond. He said the Silt Retention Pond had been working well until the muskrat damaged the dam.

Neighborhood Watch – Alma Buis reported that there were no problems in 2015 and the members are doing a great job.

ARLB – Janene Beard reminded folks that all out door work needs to have a ARLB form submitted - these are on the web site and are easy to fill in. They can be forwarded to her or Dan Bradburn.

Boat house – Margaret Noah reported that she has been filling in for the chairperson/committee vacancy. She said the applications forms are easy to manage and she asked for a volunteer, especially if you use the facility, to take care of next year's Boat house duties.

Covenant Review Update:

Roy Anderson summarized the efforts of the Board in 2015 to review the Covenants and propose updates to make them current with CCIOA and common practice. He proposed a committee be formed to look at an Amendment process in 2016 that would eliminate the need to Notarize votes in the future, as well as updating the document at the same time. David Beard, Andrew Beard and Bill Thompson all volunteered to be on this committee, which will be chaired by Roy. It was pointed out that Janis Marcha and Greg Pink's wife are both Notary Publics.

Open Discussion:

Bill Thompson thanked all who helped work on the Pond in 2015. He said the pipes are good for 30 years. He is stepping down from the Pond Committee, but said his boat is available for committee use next year.

Greg Pink asked that folks mark their sprinkler heads that boarder the sidewalks with flags, so the snow plowing folks don't accidently hit them!

It was mentioned that the Wildlife Department was very responsive when asked to help with a deer that had gotten tangled in some fencing, so don't hesitate to call them if you see an animal in trouble.

2016 Board Members

Margaret stated that the current officers of the Board (Margaret, Tim, Dan and Roy) have agreed to serve in those positions for 2016. Bill Thompson is stepping down, and

Tadd and Amy probably will step down. Charlane "Charli" Oswald was nominated and approved as a new Board Member at large.

Meeting was adjourned at 7:58 pm.

--Minutes submitted by Roy Anderson, HOA Secretary