

**MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
OTTER POND HOMEOWNERS ASSOCIATION, INC.**

June 15*, 2016

Present: Charli Oswald, Margaret Noah, Tim Heavers and Roy Anderson.

Guest: Kathy Heavers.

Meeting called to order at 3:00 pm

Minutes: Minutes from the May 11, 2016 OPHOA Board Meeting were approved.

Committee Reports:

ARB – no report.

Boat House – no report.

Open Space – Kathy reported that Hermosa is doing a good job on grass areas; however, they require reminding to take care of the weeds in Otter Park, and have been asked to remove the metal edging around the trees along the tennis court sidewalk but have not yet taken care of it. The trees behind the entrance sign need trimming, and there are obnoxious weeds in the entrance island - both issues are being addressed.

Kathy explained the need for a separate *Silt Retention Pond Committee* and recommended the Board reconsider the decision made during the April 13, 2016, Board Meeting. After discussion, Roy made a motion to create a separate committee composed of current volunteers: Mark Bollinger, David Beard, Andrew Beard and Tadd King, and that it be chaired by a member of their choosing. Tim seconded; motion passed unanimously.

Pond Committee – Pond in good shape; however, routine maintenance is required to keep it operating efficiently. Volunteers are needed for the Pond Committee - anyone is welcome, but residents who enjoy living at the waters edge are particularly encouraged to volunteer. Please contact Dan Bradburn (970-240-8968) or Margaret Noah (970-417-4772).

Social – the Flag Day pot luck and celebration was a wonderful, well attended event; thanks to all who helped provide the beautiful decorations and made it a success.

Unfinished Business:

Ditch Maintenance – resident Tadd King (Bull Basin Construction, LLC) responded to the *Ditch Contractor Request for Proposal* (RFP) with the low bid of \$1,250. Tim made a motion that the President sign the contract and contact Tadd regarding payment mechanisms. Roy seconded; passed unanimously. Note: a copy of the RFP is attached to the May 11, 2016 OPHOA Meeting Minutes, posted on the web site.

Covenant Review Committee – All committee members have provided feedback to the initial set of proposed changes. Members are waiting for Roy to consolidate the

feedback and create a revised set of proposed changes for their review.

Colorado Secretary of State Periodic Report (www.sos.state.co.us) – Tim will file this report before the due date of 30-June-2016.

New Business:

Non-Compliance Issues – Tim sent one letter; the resident has responded and corrected the issue.

Financial Reports – Tim reviewed the end of May balance sheet giving the following reports:

– **HOA Annual Dues:** all 2016 dues have been received except 1. If payment is not received by mid August, a lien will be filed.

– **Checking & Reserve Accounts:** funds are on target per the 2016 budget. Tim noted that Hermosa does not always bill us when they should, so at times the cash balance is more than the planned amount - the excess will eventually get debited.

– **Bills:** all bills to date have been paid. The most recent insurance bill included a rebate!

Other New Business – Newsletter: Kathy cited during the Yard Sale preparation individuals requested special items to be included in the Otter Pond emails prior to the yard sale. In a similar manner some folks have asked that items "*for sale*" be sent out in separate Otter Pond emails throughout the year. The OPHOA Board has had a long-standing Policy that prohibits advertising items for individual residents regardless of media utilized.

Next Meeting – Next meeting will be **Wednesday**, July 13th at **3:00 pm**, at **Timberline Bank**.

SPECIAL REQUEST – The Board requests that members and interested volunteers of both the **Silt Retention Pond Committee** and the **Pond Committee** attend next month's meeting for a **special session**, beginning at **4:00 pm**, to understand issues relating to the health of both Ponds and the development of a *Preventive Maintenance Schedule*.

Meeting adjourned at 4:20 pm

* Meeting rescheduled from 6/8 due to member's absences resulting in lack of quorum.

--Minutes submitted by Roy Anderson, HOA Secretary