

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

September 8, 2015

Present: Tim Heavers, Margaret Noah and Roy Anderson.

Meeting called to order at 3:10 pm

Minutes: Minutes from the August 11, 2015 OPHOA Board Meeting were approved.

Committee Reports:

Open Space – Tim reported (on Kathy's behalf) that everything has been going well this past month.

Pond – Tim requested to be authorized to order 1000' of hose to allow more aerator heads in the pond, at a cost of approximately \$1,500. The board unanimously approved the expenditure.

Boat house – Applications for 2016 storage slots are due in (to Margaret) by September 30, 2015. Margaret said a new chairperson is still needed. She suggested that a *plastic sleeve* be added over each boat storage slot, to contain the boat owner's contact info. Tim added that a spreadsheet could be used to manage the boat owner assigned to each storage slot.

Unfinished Business:

Ditch Report – John's report emailed prior to meeting... weeds were cleared from several ditches in August. John reported that the ditch along the school will need bank improvement (or dug deeper) to prevent future overflow into the school yard.

ALRB Application Process – Tim requested that the *Form ALRB-1* be revised to require signatures from the "3 nearest neighbors" (word "nearest" to be added).

Trees along Tennis Court Sidewalk – Tim said he will ask the arborist if they should be sprayed now, or in the Spring.

New Business:

Non-Compliance Issues – 4 phone calls were made by Tim to residents in August - all have fixed their issues.

Review Financial Reports – Tim reviewed current reports - expenses are on track; all bills have been paid. The checking account and reserve fund each has a healthy balance. Tim reviewed the current valuations of OP assets in the Capital Budget Model, and presented an asset depreciation schedule. The Board reviewed these assets and approved including capital assets and depreciation in the financial statements going forward.

Other Business – Social Activity: An *Ice Cream Social* is scheduled for Sunday, September 13, at Otter Park.

– **HOA Annual Meeting:** Roy has reserved the large meeting room at City Hall (Thursday, November 19th, 6:00 to 8:00 pm). Roy will prepare a draft agenda and meeting notice for approval at the October HOA Meeting.

– ***Covenant Review/Updates:*** Roy read and explained the *first draft* of 7 proposed changes to the Covenants. These will be re-written to include comments from the board, along with rationale, and presented at the next meeting, in preparation for the Annual Meeting.

Next Meeting – Next month's meeting will be Tuesday, October 13th at **3:00 pm**, at *Sooolutions*.

Meeting adjourned at 4:40 pm

--Minutes submitted by Roy Anderson, HOA Secretary