

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

January 14, 2015

Present: Becky Waugh, Roy Anderson, Pat Vitela, and Margaret Noah.

Meeting called to order at 10:00 am

Unfinished Business:

Non-Compliance Issues – The board discussed speeders; will put reminder in next Newsletter and will call Police to inquire about putting the "radar trailer" in the neighborhood. At 2009 there is a Jeep parked long term on the side of the house, Pat talked to them but was ignored. Pat also talked to Paul across the street from her about their daughter's car regularly parked on the street. The board discussed Guest Cards and Visitor Parking Permits for curb parking (see image at bottom of minutes). Becky will check on the cost of making a number of each and report at the next meeting.

Records Security Discussion – The board decided to postpone this discussion until Tim returns. Roy will investigate providers and cost associated with digitizing all the paper records in the boathouse and report findings at the next meeting.

Landscape RFP – The board discussed the lack of response to the RFPs sent last month. Becky said she talked with Ryan from Hermosa, the new owner of GrassBusters, who said he was interested in doing the work for the same price as they charged in 2014. Becky will call the other companies and ask them to respond by Friday (1/16) if they are interested. Pat said whomever we choose, we need to walk the entire grounds with them and discuss what needs to be done at each location.

New Business:

New Non-Compliance Issues – Margaret said the vacant lot at 2004 was overgrown with weeds last year and not cared for. She will attempt to contact the current realtor for the property and inquire about weed removal. Becky and Pat will draft a letter to the owners (who live out of state) asking them to take care of this problem and offering the lawn service that Margaret uses as a convenient option.

Otter Pond Email – Roy mentioned that there is a large number of unread emails in the in-box from last year. Becky and Jim will review these, archiving all of 2014 mail and deleting the rest.

Review Financial Reports – Postponed until Tim returns.

ARB Requests – Janene Beard forwarded 3 processed requests to be filed in the Secretary's notebook.

Boathouse/Silt Pond – Becky has the name and contact info of the person who will clean the silt pond when needed.

Liability Insurance – Becky has the policy which covers the Board and HOA in her files. The board discussed the need to inspect the public area sidewalks for safety hazards. Becky will schedule and lead the board in an inspection tour of all public area walkways.

HOA Corporation Periodic Report – All corporations in Colorado are required to file a "Periodic Report" with the Secretary of State once a year. *{Special Note: per email dated 1/15/15 from Tim - he has taken care of this for 2015.}*

HOA Tax Preparation – Roy moved to pay a \$100 stipend to the Hendrix's for their willingness to file the HOA's taxes each year (without charge); Pat seconded; Passed 4-0. Roy will inform them of this decision.

HOA Registered Agent – Becky moved to assign to Tim the title of "DORA Registered Agent"; Pat seconded; Passed 4-0.

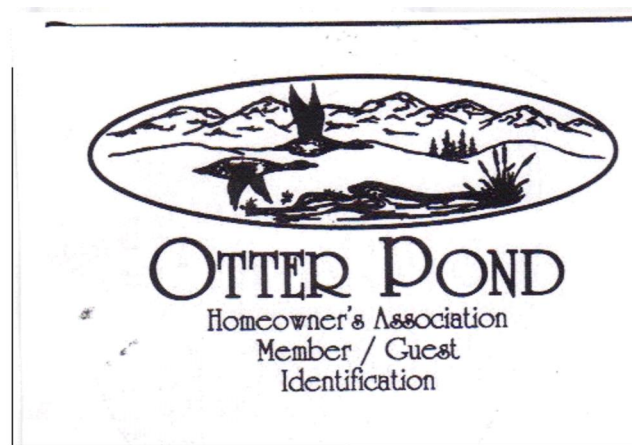
Ditch Maintenance – Becky noted that the board needs to add a task for the March meeting, to renew the ditch

maintenance contract with John Vitela for \$700. The board discussed the need to "walk the ditch" with John this Spring.

Snow removal – Becky noted that the board needs to add a task for the March meeting, to provide \$25 Montrose Bucks as a thank-you gift for the folks who plow the neighborhood sidewalks. She will put a reminder in the Newsletter about the need for everyone to take care of snow removal especially when they are gone for extended time during the winter months.

Committee Chairs – Margaret will contact the Pond and the Open Space committee chairs to check on their intended roles for 2015; reporting back to the board at the next meeting.

Meeting adjourned at 11:15 am



--Minutes submitted by Roy Anderson, HOA Secretary