

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

**Nov. 11, 2014**

**Present:** Becky Waugh, Tim Heavers, and Jennifer Taylor, Roy Anderson, and Pat Vitela.

Meeting called to order at 10:30am

**Minutes:** Minutes from the previous OPHOA Board meeting were approved.

**Unfinished Business:**

**Tennis Courts-** on going. Will discuss more next meeting.

**Non-Compliance letters** –Pat spoke with two who are in non-compliance. One has already been taken care of, the other the board will watch to see if things get resolved.

The beaver is back in the pond, the board will contact someone to remove the animal if it becomes a problem.

**Tennis Court Sidewalk-**Some of the walkway is still uneven. Becky will place a caution sign along the walkway.

**New Business:**

**Non-Compliance letters** –No new issues.

**Review Financial Reports and Actual Costs vs Budget Estimates-** Tim reviewed the Profit & Loss for year to date. These reports were approved by the board.

**Grassbusters-** It was decided that they would be paid monthly to help the budget balance. They will be paid \$1000 for the contracted months. Any extra work will be paid to them after and invoice is received. As long as the 2015 contract is the same as the 2014 contract it will be approved once we receive it from Grassbusters. IF the contract is different, the board will be getting bids from other companies. Roy motioned, Tim 2<sup>nd</sup> motion. The board approved.

**Quick Books-** Tim presented to the board the idea of putting our information into “the Cloud” type area for better organizing for not just for accounting, but for all our board information. Tim will find out how much the service will cost and if it is something we are ready to do at this time. The information he finds will be reported to the board at the December meeting.

**Winter/Fall Items-**Tim will call The Brook to find out who they use for snow removal from the roads in that subdivision. Once the board has the information, we will decide if we will use a private company.

**Newsletter Items-**Social committee was the only one to report, and the information has already been sent to Kathy Heavers.

Meeting adjourned at 12:07pm