

MINUTES OF THE ANNUAL MEMBER MEETING  
OTTER POND HOMEOWNERS ASSOCIATION, INC.  
November 18, 2021

*Note: this virtual meeting was held via Zoom.*

**Board Members Present:** Kristie Sanchez, Christina Files, Mindy Clagett, Lois Sailors

**Meeting Called to Order** by Kristie Sanchez, at 6:32 PM

**Roll Call:** Attendance recorded from computer screen. 25 lots represented, with an additional 6 proxy forms making 31 total. Quorum of at least 25% of our 85 lots achieved.

**Proof of Notice:** Kristie offered proof of notice with postmarked envelope dated 10/28/21.

**Minutes:** Minutes from the 2020 Annual Member Meeting were approved.

**Recognitions:** Kristie Sanchez

Reminder to read the full “Thank You” email that recently went out in appreciation of the many people and special ways our community has generously taken care of each other throughout the year.

Special thanks to Tim Heavers for his ongoing work to help our board in the absence of a treasurer, to answer questions and keep our financial records up to date and in order; and Kathy Heavers, our tireless communicator, preserver and curator of Otter Pond history and happenings. Thank you, Heavers, for all your time and energy devoted to our community!

Thanks to Christina F and Mindy C for board service this year...*(And thank YOU Kristie!)*

Thanks to committee chairs for all their efforts and energy.

Special shout out with a “True Grit Award” to Lois S for her perseverance, determination and courage this year.

**2021 Year in Review:** Kristie Sanchez

Said goodbye to some long time homeowners and welcomed many new families.

Storage in the Boathouse has been expanded, allowing more Homeowners to use the space. *(Thank you to Ryan P, Russ H, and Tim H.)*

Identified and communicated property lines on the north end of our community with the Army Corps of Engineers. Clarified rights and restrictions for homeowners along that section.

Resolved the Short Term Rental issue with an approved amendment to the CC&R's.

Mark B and Doug E, in partnership with Peak Academy, provided essential work to improve the health of Otter Pond. They installed sensors to gather data, which will continue to inform the ongoing vitality of our pond.

Several committee chair transitions this year:

Our new Pond Committee Chair is Valerie H.

Our Boathouse is now managed by Ryan and Amber P.

Our Social Committee is now led by Margaret N.

Our new Neighborhood Watch team is led by Alma B and Francis P, along with 3 others at strategic locations around the pond.

Open Space will go forward with Lois Sailors as the sole chair.

A new “committee” is being formed for volunteers, led by Ginger B.

### **Financial Review:** Christina Files

2022 Board Approved Budget was sent to homeowners.

The new changes going forward are:

Increased allowance for utilities, both water and electric, which have gone up about 5%.

Silt Retention Pond has been determined to be dredged annually, rather than every other year, so the new budget reflects that cost.

Open Space Committee budget has increased as they have been taking on additional responsibilities.

Important to note that these budget adjustments **will not increase the homeowners' annual dues.**

*Question from David W, proxy on behalf of David B: Should we increase the budget for both the silt pond and main pond, with concerns for water quality control?*

*Christina replied that those issues are to be addressed out of our reserve fund, rather than the annual budget.*

Present homeowners invited to veto the board approved budget; no one had any objections, so the budget will go forward.

### **Committee Reports:**

Social: Margaret N

Met in October. Decided to focus on 4 key annual events:

Easter Egg Hunt in April

Flag Day Picnic in June

Ice cream/ Watermelon Social in August

Horse Drawn Carriage/Pond Illumination evening in December

Many other events have been hosted over the years. If a resident wants to initiate another event, please present your idea to the social committee for cooperation.

Kristie noted that the lighting of the pond is coming up Dec 3, and carriage ride reservations are being coordinated by email.

Neighborhood Watch: Alma B

No major incidence. One event at the beginning of the year involving a suspicious vehicle, police were called, the car had stolen plates, the driver had no license, the passenger had a warrant for her arrest; both the driver and passenger were arrested. Thanks to Dave B for taking action.

If you see something suspicious, don't approach them. For your own safety, take down a description and report to the authorities.

Architectural Review: Janene B (*Submitted report in her absence.*)

12 homes had approved projects in 2021. List available from Kristie.

Boathouse: Ryan P-not present, no report.

Pond: Valerie H

Goals for this next year:

Work with Doug E to maintain a healthy pond and mitigate any problems that arise using natural means whenever possible.

Dredge the marina in the fall of 2022, and make a determination of how often that may need to be done.

Seeking a reliable company to repair the compressors, and purchase a back-up.

Work to maintain a healthy fish population. Inviting homeowners to contribute to stocking cost. The committee wants feedback from fishers (average fish size, anything unusual); email ValerieHarper@me.com

Spraying for noxious weeds in the ditch with the Open Space committee.

Need volunteers to help remove leaves from the outside grate in the fall.

Please, DO NOT feed the geese! This actually had a strong negative impact on the pond ecology. Also, please don't throw rocks into the pond.

*Nathan H inquired whether dredging the silt pond and marina at the same time would be more cost effective. Valerie confirmed that is the route being taken.*

Open Space: Kathy H

Dan S volunteered to plow all sidewalks and OP Park last winter. He will continue to do so through December this year. Please leave stakes on yards near the sidewalk as a notice to plows.

Relined the rocks in the marina for \$1,200 under the second lowest bid.

Landscaping contracts and costs have been evaluated and reviewed all the way back to 2017. Costs have been well managed.

The farmer up stream used to plant alfalfa, with relatively clear water running off, but last year and going forward, that farm will produce corn, which results in muddier water flowing down to us. This requires more sprinkler repairs.

A close examination of bills from our landscaping company, Prestige, has resulted in catching some errors and negotiating some undue costs down.

The open space committee has been able to stay within budget due to the great help from volunteers: Dan S helped with the removal of dead aspens in the park; Jo D has taken over the park and planted flowers out of personal cost and trimmed shrubs; Betty H supplies the soil, flowers and care of the planter at our entrance.

Direct questions to Lois S, our new Open Space chair.

“Volunteer”: Ginger B

Our friendly neighborhood has a history of caring for each other well.

2022 will bring new ways to volunteer and inspire a new generation of neighborly care. A coordinated effort to help connect needs with helpers. An email will be sent to homeowners with a list of ideas and ways to get involved. Grateful for all help, great or small. This is not meant to replace the natural ways we already help our neighbors, but to help boost awareness of other ways we can all look after each other. Please consider how you might contribute and get back to Ginger by the end of the year. (Her email will be included in the one sent.)

Kristie added: When the dues statement goes out, there will be an opportunity to donate to the fish fund.

Developers have bought the property adjacent to us; in the future, as that land develops, we may need to be prepared to reroute our ditch. No plans now, but Kristie wants to note it as something to anticipate.

### **Open Discussion:**

Kathy H thanks the board for working to keep things going smoothly following Lois' accident.

**2022 Board Members:**

Kristie: All three members are interested in continuing to serve; we also invite any nominations for new members. (None offered.)

Kathy H nominates Kristie Sanchez (as President), Christina Files (as Member at Large) and Mindy Clagett (as Secretary), as board members for 2022. Seconded; voted & approved.

Tim H to continue to help with finances.

*Tim brought up a desire for a social opportunity for new homeowners to meet and mingle with older residents.*

Meeting adjourned at 7:14 PM

-Minutes submitted by Mindy Clagett, HOA Secretary