



## Otter Pond Homeowner's Association

### Board Meeting Agenda Wednesday, January 10, 2018; 3:00 P.M.

**Board Members ('16):** President – Lois Sailors  
Vice President – Charli Oswald  
Secretary – Roy Anderson  
Treasurer – Tim Heavers  
Members-at-Large – Dan Bradburn & Mark Bollinger

Location: Timberline Bank\*, 1561 Oxbow Dr.

*\*Entrance faces Townsend; Conference Room  
nearest door (main floor)*

Email: [otterpondhoa@gmail.com](mailto:otterpondhoa@gmail.com)

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#### WELCOME:

Call the meeting to order; Roll Call; Recognition of Homeowners, scheduled Visitors & Guests.

#### ADDITIONS/CHANGES TO THE AGENDA:

Review and approve minutes from the Board Meetings of November 8, and 29, 2017.

#### COMMITTEE REPORTS:

Reports from Chairpersons (Architectural; Ponds; Neighborhood Watch; Social; Open Space; Boathouse).

#### UNFINISHED BUSINESS:

- **Ditch Maintenance Review:** (Bull Basin Construction, LLC): Tim
- **Review Community Snow Removal:** Board
- **2017 Covenant Changes, Filing Status Report:** Roy

#### NEW BUSINESS:

- **Financial Review:** Tim
  - Review any outstanding collections
  - Prepare Annual Dues Mailing
  - Prepare Contractor 1099s
  - Pay DORA (Dept. of Real Estate) Registration Renewal for year
- **Non-Compliance Issues:** Dan Bradburn
- **2018 Bid Process:** Board
  - *As needed:* landscaping, pest control, ditch maintenance, silt pond clean-out, tennis courts;
- **Other new business or concerns:** Board
- **Next Newsletter ideas:** Board

**NEXT REGULARLY SCHEDULED BOARD MEETING:**    **Wednesday, February 14, 2018 – 3:00 p.m.**