



## Otter Pond Homeowner's Association

### Board Meeting Agenda Wednesday, January 11, 2017; 3:00 P.M.

**Board Members ('16):** President – Margaret Noah  
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 meeting of December 3, 2016.

#### 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
- **Covenant Change Proposal Ballot Status Report:** Roy

#### NEW BUSINESS:

- **Financial Review:** Tim ← *Postponed to February (due to Tim's absence)*
  - 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
- **2017 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 8, 2017 – 3:00 p.m.**