



Otter Pond Homeowner's Association

Board Meeting Agenda Wednesday, September 11, 2019; 3:00 P.M.

Board Members ('19): President – Lois Sailors
Vice President – Charli Oswald
Secretary – Roy Anderson
Treasurer – Tim Heavers
Member-at-Large – Mark Bollinger

Location: Timberline Bank*, 1561 Oxbow Dr.

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

Email: otterpondhoa@gmail.com

[revision 2]

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 August 14, 2019.

COMMITTEE REPORTS:

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

UNFINISHED BUSINESS:

- **Ditch Maintenance Review:** (Bull Basin Construction, LLC): Tim
 - Verify all ditches, head gates and pipes are flowing properly
- **Pond Insect Update:** Mark
- **Bridge & Boathouse painting update:** Tim
- **Insurance Coverage Matters update:** Tim
- **Review Landscaping/Weed Control:** Lois

NEW BUSINESS:

- **Financial Review:** Tim
 - Budget and Financial Statement
- **Non-Compliance Issues:** Charli Oswald
- **Boathouse Applications:** Lois;
 - **Primary** applications must be renewed this year (odd year), due September 30th.
- **Annual Meeting Preparation:** Board
 - Determine date, discuss meeting format; assign topics to Board members;
 - Discuss responsibility for following documents:
The Annual Meeting Notice; the Agenda; Minutes from previous year's meeting;
Proxy Form; Budgets (Request Committee Chairs to submit their budget requests);
 - Proposed next year's budget, and proposed 5-year budget;
 - All documents ready to review at the October Board meeting.
- **Other new business or concerns:** Board
- **Next Newsletter Ideas:** Board

NEXT REGULARLY SCHEDULED BOARD MEETING: Wednesday, October 9, 2019 – 3:00 p.m.