



Otter Pond Homeowner's Association

Board Meeting Agenda
Tuesday, September 8, 2020; 3:00 P.M.

Board Members ('20): President – Lois Sailors
Vice President – Charli Oswald
Secretary – Roy Anderson
Treasurer – Wade Pynes
Member-at-Large – Chris Hebert

Location: ~~Timberline Bank*, 1561 Oxbow Dr.~~
**Entrance faces Townsend; Conference Room
nearest door (main floor)*

On-line via **Zoom** until further notice*

Email: otterpondhoa@gmail.com

Web: otterpondhoa.com

***Zoom Link:** <https://us02web.zoom.us/j/83969252166?pwd=dzJ5ZTRhS1BHcXkzRWWhXSmdPOUF2Zz09>

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 11, 2020.

COMMITTEE REPORTS:

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

UNFINISHED BUSINESS:

- **Review Ditch report & condition:** Board
 - Review all ditches, head gates and pipes are in working order
- **Common Areas:** Board
 - Weed control
 - Landscaping review

NEW BUSINESS:

- **Financial Review:** Wade
 - Budget and Financial Statement
- **Boathouse Applications:** Lois
 - **Secondary** applications must be renewed this year (even year), due September 30th.
- **Non-Compliance Issues:** Board
- **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: **Tuesday, October 13, 2020 – 3:00 p.m.**