



## Otter Pond Homeowner's Association

**Board Meeting Agenda**  
**Tuesday, February 15; 3:00 p.m**  
**Location: 1830 Otter Pond Cir.**

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

Web: [otterpondhoa.com](http://otterpondhoa.com)

### **Board Members ('21):**

President — Kristie Sanchez

Vice President—

Treasurer –

Secretary – Mindy Clagett

Member-at-Large – Christina Files

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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 January 18, 2022.

### **COMMITTEE REPORTS**

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

### **FINANCIAL**

### **UNFINISHED BUSINESS:**

Mail 1099's to contractors used last year.

Follow-up on Community bid process for: landscaping, pest control, ditch maintenance, silt pond clean-out, tennis courts.

Pay DORA (Dept. of Real Estate) Registration Renewal for year.

Lifesaver at the marina?

### **NEW BUSINESS:**

\* The accountant/bookkeeper needs to: work on outstanding collections.

\* Prepare Federal and State Tax Reports.

**Next Newsletter Ideas:** Board

### **NEXT REGULARLY SCHEDULED BOARD MEETING:**

March 15, 3:00 pm, 1830 Otter Pond Cir.