

**MINUTES OF THE BOARD OF DIRECTORS *SPECIAL* MEETING**  
**OTTER POND HOMEOWNERS ASSOCIATION, INC.**  
**October 26, 2020**  
[revision 1]

**Note:** *this virtual meeting was held via Zoom...*

**Present:** Lois Sailors, Charli Oswald, Roy Anderson, Chris Hebert, Wade Pynes  
Meeting called to order at 11:00 am.

**Guests:** (none)

**Minutes:** (n/a)

**Committee Reports:** (none)

**Unfinished Business:**

**Finances/2021 Budget Draft** — Wade presented an analysis of the HOA's current finances as well as a projection into the future based on the Reserve Study revised in 2019. There are some future costs now recognized that were not included in the 2019 Study. As a result, Wade suggested the Board should consider a dues increase for 2021.

The Board decided that this information should be presented at the 2020 Annual Meeting, and comments on community priorities solicited. The recommendation for a dues increase should also be made and explained then.

**Next Meeting** — Next month's meeting will be Tuesday, November 10<sup>th</sup> at 3:00 p.m. **on Zoom**  
The meeting adjourned at 11:50 am.

—Minutes submitted by Roy Anderson, HOA Secretary