

**MINUTES OF THE BOARD OF DIRECTORS  
REGULAR MEETING  
OTTER POND HOMEOWNERS ASSOCIATION, INC.**

**November 8, 2017**

**Present:** Charli Oswald, Tim Heavers, Margaret Noah & Roy Anderson.

**Guests:** Kathy Heavers, Bob & Lois Sailors.

Meeting called to order at 3:01 pm.

**Minutes:** Minutes from the October 11<sup>th</sup>, 2017, OPHOA Board Meeting were approved.

**Committee Reports:**

**Open Space Committee** – Kathy reviewed landscape bids from 5 companies (7 RFPs were issued, only 5 responded); after discussion the Board accepted Kathy's recommendation to offer the 2018 contract to Prestige Landscaping (Tom Young). Bob Sailors will take over Open Space duties, including the Landscape contract management) for 2018 – *Thank you Bob!*

**Social** – see full report in this month's Newsletter.

**Other Committees** – no reports.

**Unfinished Business:**

**Ditch Maintenance** – Tim indicated that the F ditch desperately needs cleaning before water flows next Spring. He will contact the Uncompahgre Water Users director to ask it be scheduled.

**Pond Signs** – Lois presented the final contract with *In Design Signs*. Tim made a motion to approve the extra \$317 fee (total \$1817.00), Charli seconded; Board approved unanimously.

**Covenant Change Voting Status** – a last minute push will be made to get votes from remaining non-responders. Votes will be counted prior to, and results reported at, the Annual Meeting.

**New Business:**

**Financial Reports** – Tim said the 2018 budget is complete and all Financial reports are ready for the Annual Meeting.

**Non Compliance Issues** – 2 letters were sent this month.

**Annual Meeting Date** – Wednesday, November 29, 2017, 6:00 pm at the Montrose Library Community Meeting Room. The document packet (PDF) is complete and will be emailed 2 weeks before the meeting. Official paper meeting notice was sent via US Postal, per Covenant requirements, on October 14, 2017.

**Next Meeting** – Next month's meeting will be Wednesday, November 29<sup>th</sup> after the annual meeting (no December meeting).

Meeting adjourned at 4:20 pm.

--Minutes submitted by Roy Anderson, HOA Secretary