

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

September 13, 2017

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

Guests: Kathy Heavers.

Meeting called to order at 3:00 pm.

Minutes: Minutes from the August 9th, 2017, OPHOA Board Meeting were approved as revised.

Committee Reports:

Open Space Committee – Another list of landscape maintenance issues was presented by the committee. Kathy reported that Otter Park has never looked worse - sprinkler hoses are exposed; leaf spurge is rampant; a lilac bush has split and needs work; etc. She will contact Hermosa once again and request their attention on these issues. Meanwhile a new RFP for next year's landscape service is being drafted with more details about these responsibilities.

Boathouse – Tim noted that mail regarding reservation requests has been arriving and forwarded to David Beard. *Primary* and *Secondary* applications must be renewed by 9/29/17.

Other Committees – no reports.

Unfinished Business:

Ditch Maintenance – Tad continues to monitor the ditches. He has noted somebody has been changing the wier setting at Otter Road & Woodgate, causing area near the school yard to flood. Tim attached a padlock to the gate in hopes it will deter the perp.

Pond Signs – Charli showed preliminary sign proposals from two sign companies, including cost estimates (requested by Lois Sailors and the committee Alma initiated). The Board spent time discussing exact verbiage on, and the number of desired signs. Charli will take these changes back to the committee to request revised proposals for the next HOA meeting.

Covenant Change Voting Status – no report.

New Business:

Financial Reports – Tim reported that the City water bill nearly doubled after a new water meter was installed reflecting the inaccuracy of the old meter! He recommended we closely monitor water usage in Otter Park to reduce usage. He said no reserve funds have been used in 2017 to date. 2017 expenses are within 95% of the budget! He presented a preliminary 2018 budget which will be refined and presented at the next meeting.

Non Compliance Issues – 2 letters sent in the past month; Tim recommended the Board review the policy rules and fines regarding non-compliance issues next month and we begin enforcing them.

Annual Meeting Date – the following documents will be presented at the next Board Meeting: 1) Annual Meeting Notice; 2) 2016 Annual Meeting Minutes; 3) Proxy Form; 4) 2018 Budget requests from Committee Chairpersons.

Next Meeting – Next month's meeting will be Wednesday, October 11th at **3:00 pm**, at *Timberline Bank*.
Meeting adjourned at 4:55 pm.

--Minutes submitted by Roy Anderson, HOA Secretary