



Otter Pond Homeowner's Association

Board Meeting Agenda
Tuesday, January 18; 3:00 p.m
Location: 1830 Otter Pond Cir.

Email: otterpondhoa@gmail.com

Web: otterpondhoa.com

Board Members ('21):

President — Kristie Sanchez

Vice President—

Treasurer –

Secretary – Mindy Clagett

Member-at-Large – Christina Files

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 November 9, 2021

COMMITTEE REPORTS

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

UNFINISHED BUSINESS:

NEW BUSINESS:

Schedule next meeting.

- * The accountant/bookkeeper needs to:
 - mail annual dues invoices; mail 1099's to contractors used prior year.
 - * Begin 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.
- * Update signers at Timberline Bank

Next Newsletter Ideas: Board

NEXT REGULARLY SCHEDULED BOARD MEETING:

TBD