

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING OTTER POND HOMEOWNERS
ASSOCIATION, INC.
December 16, 2025

Board Members Present: Christina Files, Kevin Dawson, Vanessa Stratton, Mindy Clagett
Guests: Janene Beard, Valerie Harper
Call to Order 3:03pm
Minutes from the November 2025 meeting approved.

COMMITTEE REPORTS
ARB: 1 form approved.

POND:
Still seeking pond management/testing options.
Considering testing three times a year, especially E. coli and oxygen levels.
Looking into a bacteria supplement to reduce the silt accumulation in the silt pond as a long-term solution to reduce the need of dredging every other year.
A homeowner has offered David Beard a free place to dump the silt dredged soil.
We need to burn the cattails before the end of January.

SOCIAL:
Two holiday parties were a success!
Utilize hanging signs for carriage/illumination party next year. Valerie offers to host next year.
Encourage social committee to have the cookie exchange hosted on a weekend for easier attendance.

OPEN SPACE: Bridge maintenance due-maybe late winter.

RESERVE: Updated projected study provided.

FINANCE: In communication with Vanessa.

FINANCIAL:
Reports provided by Vanessa Stratton.
2026 Budget overview. Costs are increasing, and we have an anticipated \$8500 ditch expense outside of the budget or reserve that will need to be planned for in 2026. Christina will talk with Tadd and the Rec. District about possible solutions.
We need to start to include an emergency fund in our annual budget for work like this that falls outside of the predictable reserve study and operational budget.

COVENANT REVIEW:
Kevin to pursue a legal review of recent changes before the presentation for residential vote at our annual meeting.

OTHER BUSINESS:
Vanessa will send a letter to notify water users of increased annual dues to \$300.

Meeting adjourned at 4:47pm
Next meeting January 6, 3:00pm at 1830 Otter Pond Cir. to review annual meeting plans.

Annual Meeting will be Tuesday, January 13, 6:00pm, Cascade Hall 245 S Cascade Ave

Minutes submitted by Mindy Clagett, HOA Secretary.