



Otter Pond Homeowner's Association

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

Email: otterpondhoa@gmail.com

Web: otterpondhoa.com

Board Members ('21):

President — Christina Files
Vice President—Kevin Dawson
Treasurer – Vanessa Stratton
Secretary – Mindy Clagett
Member-at-Large – Tammi Padilla

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 January 2025.

COMMITTEE REPORTS:

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

FINANCIAL:

Report from Vanessa Stratton.

NEW BUSINESS:

The accountant/bookkeeper needs to:
Mail 1099's to contractors used prior year.
Follow up on outstanding collections.
Prepare Federal and State Tax Reports.
Pay DORA (Dept. of Real Estate) Registration Renewal for year.

NEXT REGULARLY SCHEDULED BOARD MEETING:

TBD at 1830 Otter Pond Cir.