

**Seneca Ridge Homeowners Association
Board of Directors Meeting Minutes**

Date: January 9, 2008

Time: 7:00 PM

Location: Dominion High School Room 409

Attendance: KC Holland, Paul Southwick, Elaine Douts, Marit Chasse, Barbara Howes, Beth Baker, Cheryl Monroe-Medonich

KC called the meeting to order at 7:10.

Approval of Minutes: The minutes of the December 12, 2007 board meeting were approved as submitted.

Officer Reports:

- **President:** No Report
- **Vice President:** No Report
- **Secretary:** Beth suggested that a card of sympathy be sent to the Orta family following the death of homeowner Robert Orta. The motion was approved.
- **Treasurer:**
 - Currently there is \$8,030.05 in checking and savings accounts, and \$50,998.06 held in CDs.
 - Expenses for the previous month were for office supplies and the Octoberfest.
 - Expenses for the year were \$819 over budget, largely due to the amount of tree removals required.
 - Elaine submitted a budget for 2008, the largest expenses of which are \$7,000 for tree removal and \$5175 for grass cutting. The association will provide no snow removal for 2008 due to excessive cost. The board approved the budget as presented with heartfelt thanks to Elaine for her work as treasurer.
 - Elaine will mail annual homeowner assessments next week. Dues this year will be \$66, as voted in 2006.

Old Business: Verizon still needs to provide an easement package to some homeowners before the FIOS line can be completed. Dave Payne and KC will continue to work with them to expedite this.

Elaine will include with the annual assessment letter a reminder of the following:

1. A current HOA packet is required at settlement for any house sale.
2. ARC approval is needed before building alterations or tree removal.

3. Homeowners should refer to the website for current information about the community.

New Business: The board voted to contribute \$50 to the Sterling Rescue Squad at the Potomac Falls station in memory of homeowner Robert Orta.

Elaine reports that the HOA laptop is unreliable, and in fact it is only with some difficulty that she was able to recover HOA data from it. It is still usable as a word processor, so KC will clean it of information and donate it to a thrift store.

Elaine will check with Steve Mann to see that Paul and Cheryl are included in the LISTSERV.

Committee Reports:

- **Common Grounds:**
 - Paul is still waiting for estimates on grass cutting for 2008.
 - An unknown individual marked ten trees in need of removal, and Paul reports the possibility of another eight to ten. He will get estimates on removal of them according to level of urgency.
 - He will wait until spring to talk with a landscaper about renewal of the garden plot at the second intersection of Silver Ridge Dr. and Seneca Ridge Dr.
- **Architectural Review Committee:**
 - Warren was not present, but the board questioned whether a house addition currently in process had been approved. Paul will inquire.
- **Social Committee:**
 - The board discussed the possibility of adding a food/celebration dimension to the Spring Cleanup instead of an Easter event. It would be held at the end of April.

The meeting adjourned at 8:30.

Respectfully submitted,
Beth Baker, Secretary

Next scheduled meeting: February 13, 2008