

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

**Date:** September 9, 2009  
**Time:** 7:00 PM  
**Location:** Cascades Library Room B

**Attendance:** 6

Board Members

KC Holland	Beth Baker
Lea Nigon	Stephen Mann
Peggy Franklin	Paul Southwick

KC, President, called the meeting to order at 7:05 PM.

**Approval of Minutes:** The minutes of the June 10, 2009 board meeting were approved via email after the last meeting.

**Officer Reports:**

- **President:**
  - KC reported that Thomas Payne gave the residual amount of his Eagle Scout Project to the HOA. KC also will forward to the board members the thank you letter he sent Thomas.
  - A homeowner on Silver Ridge Drive contacted him about his concerns regarding a neighbor's plans to build a wall diverting water in the back yard. The board verified that a homeowner needs to have approval from the ARC to build a wall, but the board also would urge the homeowners to work together to solve the issue.
- **Vice President:** No Report
- **Secretary:** No Report
- **Treasurer:**
  - Expenses during the two-month period included accountant fee, grass cutting, sign purchase, and Federal income tax.
  - Elaine researched rates for the CD that matures next week and the board would like her to obtain the 14-month rate of 1.96%.
  - Elaine has begun making estimated Federal tax payments for 2009. Thus the budget this year will show an increased amount as those payments are added to the annual amount paid in March for 2008.
  - We are in a better financial position than last year since there has been no expense of tree removal so far, but in general costs are rising, indicating a need to maintain the automatic 5% increase in fees.

- The certified letter sent to an absentee homeowner with delinquent payments was returned undelivered. Paul will pursue getting a current address.
- Elaine submitted an invoice for bookkeeping services, which the board approved.

**Committee Reports:**

- **Architectural Review Committee:**
  - Steve has one application and one pending, plus one for the wall.
- **Common Grounds:**
  - Paul will check for dead trees behind Spring Ridge Court as they are by the path. The ones reported behind the east side of Potomac Ridge will not be taken down as there is no path in the immediate vicinity nor danger to a home.
  - Locust Landscaping is now cutting next to the path by Potomac Ridge Dr. per a homeowner's request.
- **Social Activities:**
  - No report.
- **Newsletter:** See New Business

**Unfinished Business:**

- Reported above.

**New Business:**

- Announcement of the November 11<sup>th</sup> Annual Meeting and Absentee Ballots are due to be mailed next month. At least two new candidates will be needed, and board members will talk with neighbors to recruit individuals and contact Beth before the next meeting, October 14<sup>th</sup>.
- As recommended by Elaine, the board is in favor of sending reports from officers and committee heads with the annual meeting announcement in lieu of a newsletter this fall. Reports are due with Beth by October 1<sup>st</sup>. She will compile and print them by October 14<sup>th</sup>.
- The board discussed potential measures to reduce car break-ins. Discussion of this will be included in the letter.
- Beth will reserve each meeting with the library two months in advance.

The meeting adjourned at 8:15 PM.

Respectfully submitted,  
Beth Baker, Secretary

**Next scheduled meeting:** October 14, 2009