

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

Date: March 9, 2011
Time: 7:00 pm
Location: Cascades Library
Attendance: 7

Board Members

KC Holland	Steve Honard	Marit Chasse
Paul Southwick	Peggy Franklin	
Beth Baker	Stephen Mann	

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

Approval of Minutes: The board voted to approve the minutes for the February 9, 2011 board meeting.

Officer Reports:

- **President:** No report
- **Vice President:** No report
- **Secretary:** No report
- **Treasurer:**
 - We received \$4573.65 in assessments this past month, but 26 assessments are still outstanding, far more than at this time last year.
 - Elaine will send out second notices in April, adding interest and a handling fee.
 - She paid the insurance bill, which was about \$10 more than last year, and reimbursed Lea for printing expenses.
 - There were no requests for closing packets.
 - She will delay moving money from the checking account to savings until we have received the delinquent assessments.

Committee Reports:

- **Architectural Review Committee:**
 - Stephen approved an application from 835 Potomac Ridge Ct. for a walkway.
- **Common Grounds**
 - Graffiti on a pathway reported last month is no longer there.
 - The county is working on removing trees in the middle of a drainage ditch by the central portion of Seneca Ridge Drive.
 - Paul will choose a date for the annual neighborhood cleanup that will precede vegetation growth.

- **Social Activities:**

- Marit said that she will plan a community yard sale to coincide with Dominion High School's yard sale, but at this point she doesn't know when theirs is.

Unfinished Business:

- KC will try to have a conversation with the owner at L#81 concerning a fallen tree within the next couple of days.
- KC has not received further response from Susan Buckley regarding her proposal for a meeting. Beth has reserved a larger room in April should such a meeting take place.
- The board voted to approve the ARC Standard Time Allowances proposed at the February meeting.
- Marit will notify the board by email when she has reviewed the current insurance policy.
- Paul will have an estimate done of the cost of a future pathways renovation.

New Business:

- Steve Honard presented a draft of a Record Retention Policy, which the board will review before the next meeting.

The meeting was adjourned at 7:33 pm.

Respectfully submitted,
Beth Baker, Secretary

Next scheduled meeting: April 13, 2011, Cascades Library