

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

Date: August 14, 2013
Time: 7:00 PM
Location: Cascades Library Conference Room
Attendance: 7

Board Members

Lea Nigon	Tim Robinson
Steve Honard	Vicki Rundquist
Beth Baker	Peggy Franklin
KC Holland	

KC, President, called the meeting to order at 6:59.

Introduction of Guests: None present.

Approval of Minutes: The board voted to approve the minutes for the July 10, 2013 board meeting.

Officer Reports:

- President: KC will continue to pursue a trailer matter and speak with local officials.
- Vice President: No report.
- Secretary:
 - Beth distributed a list compiled by Lea of a month-by-month listing of special agenda items. She pointed out that a number of these are listed for September, among which will be the need to identify a candidate for board member to list on the ballot.
 - She suggested that as Lea is taking on the chair of the ARC committee the board should officially vote on the matter. Beth made the motion, Steve Honard seconded it, and the motion passed.
- Treasurer:
 - Financial Report: Activity included collection of late dues payment from two homeowners and one sales packet. The HOA remains in good shape financially with expenses below budget.
 - Dues collection: Vicki sent a registered letter to one homeowner who has not paid the full dues amount, and she will continue to pursue the matter. For the three homeowners who have not paid this year's dues at all, Vicki will send one last letter informing them that if payment is not received, the matter will go to court.
 - Reimbursement requests: Vicki requested reimbursement of \$42.77 for the registered letters she sent, and Lea requested \$27.55 for purchase of a printer cartridge. Peggy Franklin moved that the board approve, Tim Robinson seconded, and the motion passed.
- Committee Reports

- Common Grounds: Upon request of a board member Tim will check on the condition of two trees along the main path.
- Social Activities: Not present; no report.
- Newsletter: Not present; no report.
- Architectural Review:
 - Closing packet inspections:
 - Lot 60 was re-inspected and approved.
 - Lot 20 was approved.
 - Lot 71 was approved.
 - New ARC applications: The board deferred action on an application for a door replacement, but will act within 30 days.
 - ARC application records: The board discussed how to reduce the space required for recordkeeping. Lea will work with Steve Honard on scanning ARC applications older than three years.
 - Violations: Lea made a motion that the board go into executive session to discuss longstanding violations and legal actions that might be taken. Steve Honard seconded, and the motion passed. Executive session began at 7:42 and ended at 8:32 with a motion from Vicki, seconded by Tim, the motion passing.
- Unfinished Business
 - Five-year financial review: Attempts are still being made to contact persons to conduct the review.
 - Legal Correspondence: Lea distributed to board members a summary she and Beth compiled, urging careful study.
 - Covenant Revisions
 - Lea presented a finding she recently made concerning what actions an HOA is permitted to take in light of recent court decisions.
 - Lea presented a proposal for revision of the Declaration regarding signs, which the board reviewed and offered suggestions concerning.
- New Business
 - Website: The board voted to accept new fees of \$150 for maintaining the website effective April 2014 (motion made by Lea, seconded by Tim, motion passing.)

The meeting was adjourned at 8:55 pm.

Respectfully submitted,

Beth Baker, SRHOA secretary

Next scheduled meeting: September 11, 2013, 7:00 pm, at Cascades Library Upstairs Conference Room