

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

Date: February 13, 2013  
Time: 7:00 pm  
Attendance: 5

Board Members

Steve Honard	Stephen Mann
Beth Baker	Brandon Henry
Peggy Franklin	

Steve Honard, Vice President, called the meeting to order at 7:13 pm.

**Approval of Minutes:** The board voted to approve the minutes of the January 9, 2013 board meeting.

**Officer Reports:**

- President: Not present.
- Vice President: No report.
- Secretary:
  - Beth reported that she has placed the original copies of the resolutions in the newly obtained safe deposit box.
  - Jenny has made the requested changes to information posted on the website, and she plans to revise the website in the near future so as to make it accessible from all electronic devices.
- Treasurer:
  - About 75% of the annual assessments have come in at this time. Vicki will prepare a follow-up letter for the board's review at the March meeting to be sent to those who haven't paid by the February 15<sup>th</sup> deadline.
  - Although not posted in the balance report, the maturing CDs brought in interest of \$680 and \$90 respectively.
  - The board confirmed by vote (Peggy moving, Stephen M. seconding) the board's email approval of a CD renewal with Cardinal Bank at a rate of 0.95% for 24 months.
  - The only expense during the month was \$90 for a safe deposit box rental.
  - Current assets are \$83,206.17.
  - There were no reimbursement requests.
  - Vicki suggested that with the upcoming mailing this month we include a request for any update to the homeowner's current information on file. Anything not returned or edited would go into the next edition of the directory as listed. Vicki will need a supply of new directories soon.
  - Vicki suggested that we include in the February newsletter a thank you to all the homeowners who have paid their assessments in a timely manner.

## Committee Reports

- Common Grounds
  - The board voted to set the Spring Cleanup date for Saturday, April 20, at 9:00 am. (Steve H. moving, Brandon seconding).
- Social Activities
  - The board was delighted to approve Zeleste Henry as head of the Social Activities committee
  - The board set the Yard Sale date for May 18<sup>th</sup> (Stephen Mann moving, Peggy seconding).
- Newsletter
  - Brandon presented a draft of the newsletter which the board was pleased to approve with minor changes. The goal for mailing is the end of the following week, at which time other items will be included with it: Resolution 13-1 and accompanying letter, directory information request, and a brochure regarding storm water management.
- Architectural Review
  - New ARC applications – none
  - Closing packet inspections – none
  - Violations
    - New – none
    - Prior – no new action
    - Status summary – same as last month.

## Unfinished Business:

- File Organization Findings
  - The board approved Resolution 13-1 (Beth moving, Steve Honard seconding). Steve will obtain KCs signature.
  - Steve was unable to contact the attorneys by phone, and will follow up with a letter.
  - Beth has not yet been able to locate some missing minutes from previous years, but will try another possible source.
- ARC Due Process – KC was not present to report.
- 30<sup>th</sup> Anniversary
  - Suggestions were made that the HOA celebrate with a block party or events coinciding with holidays.
- Electronic Media Updates
  - Steve hasn't been able to discuss with Greg.

The board voted to adjourn the meeting at 8:10.

Respectfully submitted,

Beth Baker, HOA Secretary

Next scheduled meeting: March 13, 2013, 7:00 pm, Cascades Library Conference Room