

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

Date: July 10, 2013
Time: 7:00 PM
Location: Cascades Library
Attendance: 7

Board Members

Peggy Franklin
Brandon Henry
KC Holland
Steve Honard
Stephen Mann
Lea Nigon

Other Homeowners

Mitch Cutler

Steve Honard, Vice President, call the meeting to order at 7:04 PM.

Introduction of Guests: Homeowner Mitch Cutler introduced himself.

Approval of Minutes: The board voted to approve the minutes for the June 12, 2013 board meeting.

Officer Reports:

- **President:**
 - Identified trailer parked on the street and will follow up with homeowner.
 - Found old documents related to the community and distributed copies to board members for review.
- **Vice President:** No report.
- **Secretary:** Not present. No report.
- **Treasurer:** Not present, but submitted the following report.
 - Financial Report: Minor changes to income this month including collection of HOA dues from two homeowners and collection of fee for one sales packet. On the expense side, made reimbursements as approved at the last HOA Meeting. The HOA remains in good shape financially with income still greatly exceeding expenditures.
 - HOA Dues Status: Registered letters were sent to six homeowners. Receipts were received for four of them and two have been paid. A seventh property for which partial dues were owed had appeared to be up for foreclosure, but the foreclosure has been postponed, so a letter will now be sent to that homeowner. The HOA may have to take the remaining homeowners to Small Claims court to get payment. Suggest that we discuss at the next HOA meeting when she is there.
 - Reimbursement Requests: There were no requests for reimbursement of expenses.

Comments from other Attending Residents:

Mr. Cutler expressed concern about a property across from his home. The lawn was not mowed for a lengthy period, there was no trash pick-up at the house until just recently, and there are apparently a large number of unrelated renters living there. Others in the neighborhood also expressed concern. The lawn has now been mowed and trash service has recently begun. Steve will call the homeowner to make sure they are aware of the residency requirements in the HOA Covenants and the County Ordinances and to see what their plans are for the property. If there is a violation, the HOA will follow up with a letter.

Committee Reports:

- **Common Grounds:** Not present. No report.
- **Social Activities:** Confirmed a \$600 budget for the 30-Year Anniversary/Fall Festival. The celebration is scheduled for September 21 at 1:00 PM with a rain date of September 28. Lea gave Brandon some ideas for giveaways to be handed out to attendees.
- **Newsletter:** The next newsletter will be sent on August 26. Brandon requested articles by August 5 because he will be on vacation later in August. The board discussed ideas for the newsletter.
- **Architectural Review Committee:**
 - New ARC Applications:
 - The following applications were approved:
 - Lot 38 – Play Fort
 - Log 161 – Pool
 - The following application was denied at this time due to lack of information: Lot 68 – Play House
 - Closing Packet Inspections, Prior and New Violations:

The board voted to go into executive session at 7:48 PM to discuss specific cases. At 8:12 PM the board returned to regular session and made the following decisions:

 - Closing Packet Inspections: Request by homeowner of Lot 60 to appeal architectural violations was denied.
 - Prior Violations:
 - Violation #9007-060813B and #9009-060813 – approved homeowners’ requests to extend deadline. New deadline is 8/1/13.
 - Violation #9011-060813 – denied homeowner’s request to be excluded from future photography of property by HOA when taken for the purpose of documenting Declaration violations.
 - New Violations: Violation #1001-071013 – approved issuance

Unfinished Business:

- File Organization Findings/Search for new attorney: No action taken.
- ARC Due Process: Pending attorney opinion.
- Electronic Media Updates: No action taken.
- Generic emails for officers and chairs: No action taken.

- **Covenant Revisions:** The board specifically discussed the Sign covenant at this meeting. The board reviewed the language of sign restrictions in other communities. Lea will put together a draft based on this initial review for further consideration.
- **Five-year Financial Review:** Steve will reach out to the three people who volunteered to audit SRHOA financial records to invite them to the August meeting.

New Business: No new business was discussed.

The meeting adjourned at 8:55 PM.

Respectfully submitted,
Peggy Franklin, standing in for Beth Baker, Secretary

Next scheduled meeting: August 14, 2013 at 7:00 PM, Cascades Library