

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

Date: November 13, 2013

Time: Immediately following the Annual Meeting

Location: Dominion High School, Room 407

Attendance: 10

Board Members

Abul Tareque	Steve Honard	Brandon Henry
Vicki Rundquist	Peggy Franklin	KC Holland
Lea Nigon	Tim Robinson	Stephen Mann

(Beth Baker, the outgoing secretary, was present to take minutes.)

KC, President, called the meeting to order at 7:51.

Election of Officers: The following were elected by the board:

- President: Lea Nigon
- Vice President: Steve Honard
- Secretary: Peggy Franklin
- Treasurer: Vicki Rundquist

Committee Chairs: The following volunteered to head committees with the board's approval:

- Common Grounds: Tim Robinson
- Social Activities: Zeleste Henry
- Newsletter: Brandon Henry
- Architectural Review:
 - Steve Honard, Chair
 - Stephen Mann, Vice Chair
 - Abul Tareque
 - Lea Nigon

Legal Representation Update:

- Lea reported that all firms who submitted a proposal have been formally notified of the board's decision made at the October 2013 meeting.
- A representative from our law firm will meet with the board for a complimentary training session, a mutually convenient date to be confirmed.

Board Resources:

- Officers were given copies of the Virginia Common Interest Community Statutes.
- Lea presented a sample Directors' Handbook with cost estimate. The board would like her to have one prepared for each board member.

The meeting was adjourned at 8:33 pm.

Respectfully submitted,

Beth Baker, outgoing HOA Board Secretary