

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

Date: September 11, 2013
Time: 7:00 PM
Location: Cascades Library Conference Room
Attendance: 7

Board Members

Steve Honard	Peggy Franklin	Stephen Mann
Beth Baker	Brandon Henry	
Lea Nigon	Tim Robinson	

Steve Honard, Vice-President, called the meeting to order at 7:06 pm.

Introduction of Guests: None present.

Approval of Minutes: The board approved the minutes for the August 14, 2013 board meeting.

Officer Reports:

- President: Not present
- Vice President: No report
- Secretary:
 - The SRHOA Annual Meeting is scheduled for November 13, and a board organizational meeting will be held immediately afterwards. Because of the two meetings, the board set the Annual Meeting to begin at 6:30 pm.
 - Beth reminded the board that a candidate is needed on the proxy form for the HOA November election. Steve Honard volunteered to post the opening on the listserv. It also will be on a flyer announcing the Halloween Parade (the flyer also correcting the date of the parade to October 27.)
- Treasurer:
 - Late dues were received from one homeowner, leaving two homeowners who haven't paid. The board voted (moved by Steve Honard, seconded by Lea Nigon) that the next step will be to go to small claims court for accounts in arrears over \$100.
 - Two sales packets were prepared since the last board meeting, the deposit for one made after the report was prepared.
 - Reimbursement requests were as follows (all approved by the board):
 - Vicki: \$116.00 for newsletter postage and a printer cartridge
 - Brandon: \$77.27 for newsletter printing
 - Lea: \$6.19 for envelopes

Committee Reports

- Common Grounds—Tim checked on two trees in question and reported that one was too small to be a danger, and the other too far away from the path.
- Newsletter—Brandon was commended for a fine recent publication. The due date for articles for the next newsletter is December 6th. It was suggested that the newsletter be posted on the website.

- Social Activities
 - Zeleste (on Skype) reported on how plans for the upcoming 30-Year Celebration (September 21st) are coming together. She is planning on having a moon bounce, popcorn maker, grilled food, music and prizes. She will send out a request on listserv for more volunteers.
 - In order to encourage homeowners to attend this and other events, she plans to order 24 fleece blankets monogrammed with the Seneca Ridge name to be given as door prizes at this event and also as prizes for other events in the future. To that end the board approved (Lea moving, Peggy seconding) the expenditure of an extra \$300, the money to come from funds not used for path maintenance this year.
- Architectural Review
 - Two closing inspections passed: lots 12 and 114.
 - New ARC applications:
 - Lot 68 - play set – approved
 - Lot 118 - stone walkway and porch—approved
 - Storage of records: Will defer any action pending legal recommendations on storage options.
 - Violations: Steve Honard made a motion that the board go into executive session to discuss new and unresolved violations. Lea Nigon seconded, and the motion passed. Executive session began at 8:28 pm and ended at 8:45 pm with a motion from Lea Nigon, seconded by Steve Honard the motion passing. At 8:45 pm the board returned to regular session and made the following decisions:
 - Prior Violations: Reminder letters to all homeowners with outstanding violations (except Violation #s 9016-060813A&B - approved homeowner's request to extend deadline 9 months. New deadline is 6/11/14)
 - New violations: Violation #1001-091113 - approved issuance with 14 day deadline

Unfinished Business

- Attorney search—Lea presented three proposals from law firms and asked the board to review them before the next meeting.
- Covenant Revision—Lea presented a draft of a sign policy for review.
- Five-year Financial Review—Steve Honard will continue to arrange a meeting with two possible reviewers.

New Business—None

The meeting was adjourned at 8:57.

Respectfully submitted,

Beth Baker, SRHOA Secretary

Next scheduled meeting: October 9, 2013, 7:00 pm, at Cascades Library Upstairs Conference Room