

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

**Date:** May 14, 2014  
**Time:** 7:00 PM  
**Location:** Cascades Library

Board Members Present:

Peggy Franklin  
Steve Honard  
Lea Nigon  
Tim Robinson  
Abul Tareque

Lea Nigon, President, called the meeting to order at 7:11 PM.

**Introduction of Non-Member Guests:** There were no non-member guests present.

**Approval of Agenda:** The agenda was approved as presented.

**Approval of Minutes:** April 2014 Board of Directors Meeting minutes were approved as submitted.

**Officer Reports:**

- **President:** President reported that there was a tree partially blocking the Sugarland Run path used by many Seneca Ridge residents. The President made a call to the Sugarland Run HOA and the representative said it would be taken care of.
- **Vice President:** No report.
- **Secretary:** The approved February through April minutes will be sent to Jenny for posting on website. Regarding those times when the Board is forced by deadline to vote on a matter via email that would normally require a Board vote, Secretary requests that the person who initiates the action consolidate the votes and give to Secretary prior to the next month's BoD meeting so that the votes can be documented in the minutes.
- **Treasurer:** Not present but submitted the following:
  - **Financial Update:** One dues payment was received during the month. The annual SCC fee of \$25, lawyer's invoice and the annual web hosting fee were paid. Copying and supplies reimbursements approved at the last meeting were paid. Income is still running ahead of expenses for the year.
  - **Dues Collection Update:** As stated above, dues were received for one homeowner this month and after the financials were printed, one additional payment was received. There are still five homes remaining delinquent. The Treasurer contacted four of the five homeowners via phone call or email. The last property is in foreclosure and it appears that the bank intends to pay the dues. The Treasurer proposes to wait until the June meeting to determine next steps for those homeowners who still have not paid dues at that time.
  - **Reimbursement Requests:** Treasurer requested reimbursement of \$31.79 (half the cost of a two-cartridge pack). Motion to approve the aforementioned reimbursement requests was seconded and passed unanimously.

**Member Forum:** The Board conducted an open forum for members of the community.

**Committee Reports:**

- **Common Grounds:** Chair reported that 18 people attended the Spring Cleanup on April 26. He continues to contact the county about picking up the orange trash bags. Chair will prepare article about Cleanup for the next community newsletter.
- **Social Activities:** Not present. No report.
- **Newsletter:** Not present. No Report.
- **Architectural Review Committee:**
  - Closing Packet Inspections: None were completed.
  - New ARC Applications: Received two – one was approved and decision on the second was deferred pending a request for more information.
  - Violations: There were no new violations reported.
  - Document Archiving: Project is complete and the document is being checked for consistency in how data is presented.
  - Neighborhood Inspection Team Selection: Board Members volunteered to conduct the inspection in June. There will be at least four and maybe five.
- **Governing Documents Review Committee:** Committee members are working on specific issues/tasks and will report back to the Board after their next scheduled meeting on June 3rd.

**Unfinished Business:**

- Listserv Disclaimer & New Enrollees: No Report.
- Financial Review: No Action.
- Ratify approvals of Insurance & CD Renewals: The Board unanimously ratified the email votes as documented in the April 2014 BoD minutes regarding the renewals of our insurance contract with Nationwide and the maturing Cardinal Bank CD.

**New Business:**

- Traffic and Pedestrian Concerns: The President will draft a letter to our local representative outlining concerns expressed by several residents about traffic activity during Seneca Ridge Middle School dismissal.

The meeting adjourned at 8:13 PM.

Respectfully submitted,  
Peggy Franklin, Secretary

**Next scheduled meeting:** June 11, 2014 at 7:00 PM, Cascades Library