

**Seneca Ridge Home Owners Association
Board of Directors Meeting Minutes**

Date: February 8,2006

Time: 7:00 PM

Location: Dominion High School Room 409

Attendance: Cheryl L. Monroe-Medonich, Marit Chasse, Elaine and Keith Douts, Barbara Howes, Warren Chverchko, Paul Southwick, K.C. Holland, Kathy Siegfried, Jon Drever and Greg Carter

Meeting Called to Order: K.C. Holland called the meeting to order at 7:10 P.M.

Reading and Approval of Minutes: Minutes of January 11, 2006 Board Meeting were approved as submitted.

New Business:

Officer and Committee Reports:

- **Vice President's Report:** K.C. gave Greg a PDF of our bylaws and Greg will email a copy to each board member.
- **Common Grounds:** Paul submitted Locusts proposed contract for 2006, which is \$401.50 per month for landscaping and \$70 per hour for snow removal. The board approved their contract as they have done a very good job for us.
Paul will give a copy of the contract to Elaine and keep a copy for his records.
Paul will check on several pine trees behind Cheryl's house to verify if they are in the common area and if they need to be cut down.
- **ARC Committee:** Warren approved the requests of 110 Silver Ridge Drive to replace damaged garage doors and 113 Seneca Ridge Drive to put up a fence. Warren also checked and signed off on the clearance for the sale of 805 Potomac Ridge Court.

- **Treasurers Report:** Elaine asked the board to decide how much we want to keep in our checking account and she will see if she can find us a better rate for our CD's
 Elaine has received HOA dues from about 40 homeowners, a few need to be resent with the correct names.
 Elaine will work up a 2006 budget to be approved next month. She is also considering switching to Quick Books Pro for Non Profits. The estimated cost is \$400. This will be brought up for a vote if it needed.
- **Webmaster:** Greg will correct the P.O. box address on the ARC forms. Cheryl suggested posting the next board meeting date and Jon suggested an events calendar. Greg will look into their suggestions. Greg is working on our own list server and what extra cost might be involved. The board said the website is looking pretty good and is easy to use. Kathy even found the board members email address she needed.
- **Newsletter:** Kathy asked Paul and Greg to email Cindy with their information she needs for the newsletter. Cindy wants the board to set the publishing schedule for the newsletter.
 Activities between newsletters will be announced with flyers.
- **Welcoming Committee:** Dot contacted Norbey Zapata a new neighbor at 904 Old River Way. Cheryl gave her the name of the family who bought Mark Laings house. Jon stated how nice it is to have an active welcoming committee. Good job Dot! We need to continue to contact Dot when we get new neighbors so she can contact them.
- **Social Committee:** Cindy Cardimon gave Marit the information she had on past social activities. Marit is planning an Easter Egg Hunt in April, The Community Yard Sale in May and The October Fest in the fall. Jon gave Marit the 2 tables the board supplies for our get togethers.

New Business: Elaine asked when the last Seneca Ridge Directory was done. The last one was done in 2003. The directory is usually done every 2 years. Elaine has agreed to work on one this year. Kathy will help her if needed.

Respectfully submitted,
Kathy Siegfried, Secretary
Meeting adjourned at 8:25 PM

Next Meeting: March 8, 2006 Dominion High School Room 409