

**Seneca Ridge Homeowners Association  
Special Meeting of the Board Minutes**

**Date:** January 21, 2015  
**Time:** 7:00 PM  
**Location:** Cascades Library, Upstairs Conference Room

Board Members Present:

Peggy Franklin  
Steve Honard  
Lea Nigon  
Vicki Rundquist  
Abul Tareque

**Establishment of Quorum:** Upon arrival of the fifth Board Member, the Secretary confirmed that a quorum was established.

**Call to Order:** Lea Nigon, President, called the meeting to order at 7:07 PM.

**Proof of Notice of Meeting:** Notice of the date, time and purpose of the special meeting of the Board of Directors was delivered to members of the Board of Directors and was posted to the community on the Website in early December to comply with Article VI Section 3 of the Bylaws and the notice requirements contained in the Virginia Property Owners Association Act.

**Members' Open Forum:** The Board conducted an open forum for the members of the community.

**Amending Governing Documents:**

- **Overview of Amendment Process:** The President gave an overview of the amendment process noting which steps have been completed by the Board to date.
- **Draft Amendments to Declaration of Covenants:** The Board reviewed the draft amendments revised at the Special Meeting of the Board on December 3, 2014 and suggested further minor changes. The President will submit drafts to the Association's legal counsel for review.
- **Draft Amendments to By-Laws:** As anticipated changes to the By-Laws are mostly editorial, and as quorum requirements are the same as those for the annual meeting, the President suggested that By-Law amendments be offered at the next annual meeting. The Board concurred by consensus.

**Unfinished Business:** None

**New Business:** No new business was conducted.

The meeting adjourned at 8:27 PM.  
Respectfully submitted,  
Peggy Franklin, Secretary