

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

**Date:** April 20, 2016  
**Time:** 7:00 PM  
**Location:** Dominion High School Cafeteria  
**Purpose:** To Vote on Proposed Changes to the Declaration of Covenants and Restrictions

Board Members Present

Peggy Franklin, Secretary

KC Holland

Stephen Mann

Lea Nigon, President

Orest Swystun, Vice President

Abul Tareque

Guests Present

Andrew Terrell, Esq.

**Call to Order:** Lea Nigon, President, called the meeting to order at 7:00 PM.

**Establishment of Quorum:** President, Lea Nigon, reported that quorum requirements for the Special Meeting were met.

**Introductions:** Lea Nigon introduced the Board Members who were present as well as the HOA's attorney, Andrew Terrell, of Whiteford, Taylor and Preston LLP.

**Adoption of Amendments to the Declaration of the Covenants and Restrictions:** Lea Nigon stated to those present that the purpose of the meeting was to vote on proposed amendments to the Association's Declaration of Covenants and Restrictions. She provided an opportunity for Homeowners to ask questions and make comments.

**Vote on Amendments to the Declaration of Covenants and Restrictions:**

- After Homeowners were given an opportunity to make comments and after their questions were answered, Lea Nigon explained the election process. She explained that those present who had already submitted proxies/ratifications could request that their proxy/ratification be returned so that they could submit a ballot instead. No Homeowners requested that their ballot be returned. Homeowners who had not submitted proxies/ratifications were then given a Ballot to complete.
- Peggy Franklin prepared a report of votes by homeowners for each of the proxies/ratifications received prior to the meeting. Lea Nigon asked for two non-board volunteers to double check the votes received by proxy/ratification prior to the meeting. Homeowners Veronica Inglett and Paul Southwick volunteered. Designated proxy holders (Secretary of the HOA, Lea Nigon and Orest Swystun) confirmed that they voted "Yes" for all non-instructed proxies/ratifications. One homeowner read off the votes for the five proposed amendments on each proxy/ratification and the other verified that the vote matched the vote on the report prepared earlier by Peggy Franklin.
- Peggy Franklin prepared a second report of homeowners who had not submitted a proxy/ratification prior to the meeting. She filled in the votes on that report by hand for all

proxies/ratifications and ballots submitted at the meeting, verifying that no homeowner voted more than once. Ms. Inglett and Mr. Southwick verified this report in the same manner used to verify the report of proxies/ratifications received prior to the meeting. Ms. Inglett added up the votes cast at the meeting.

- Peggy Franklin confirmed the following final vote count and declared that all amendments passed by the necessary 2/3<sup>rd</sup> of the membership:
  - Amendment to Remove References to the Declarant and Class B Member  
140 Yes            4 No
  - Amendment to Article VII, Section 3(e) regarding Waste Receptacles  
129 Yes            14 No
  - Amendment to Article VII, Section 3(f) regarding Parking  
129 Yes            15 No
  - Amendment to Article VII, Section 3(i) regarding Signs  
137 Yes            7 No.
  - Amendment to Article X, Section 4 regarding Enforcement  
127 Yes            17 No

The meeting adjourned at 7:40 PM.

Respectfully submitted,  
Peggy Franklin, Secretary