

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

Date: April 8, 2015
Time: 7:00 pm
Location: Cascades Library

Board Members Present

Peggy Franklin
Brandon Henry
Steve Honard
Lea Nigon
Vicki Rundquist

Lea Nigon, President, called the meeting to order at 7:10 pm.

Approval of Agenda: To accommodate homeowners present, the agenda was amended to move *Architectural Review – New Applications* immediately after review/approval of minutes.

Approval of Minutes: The March 11, 2015 Board of Directors Meeting minutes were approved.

Officer Reports:

- **President:** No report.
- **Vice-President:** No report.
- **Secretary:** No report.
- **Treasurer:**
 - Financial Update: Vicki reported that there was not much change on the Balance Sheet. Three dues payments were received as well as the fees for a sales packet. Expenditures included the fee for CICB filing, annual taxes, payment of the monthly attorney retainer and payment of the insurance premium. The HOA is at 93% of budgeted income for 2015 and only 37% of budgeted expenses resulting in almost \$9,000 positive income. This is as expected since most income is budgeted for the first part of the year.
 - 2015 Dues Collection: As of April 7 two homeowners still had not paid their dues. The deadline for the second notice is the end of April. One homeowner, who recently paid, failed to pay this year's interest charge, although they did pay the interest carried over from last year. Vicki proposed that the \$1.08 interest be carried over to next year and the Board agreed. One other homeowner who inadvertently overpaid dues requested a refund of the \$4.81 overpayment. Motion to approve a refund the overpayment was seconded and passed.
 - Free Legal Seminar: Vicki reported that the Board received a notice in the mail of a free legal seminar being offered at various locations. She plans to attend the seminar in Reston on May 21 and provided information to other Board members who may want to attend.
 - Reimbursement Requests: Vicki requested reimbursement of \$9.05 for small binder clips. Motion to approve the aforementioned reimbursement request was seconded and passed.

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

Committee Reports:

- **Common Grounds:** No report due to lack of time.
- **Social Activities:** No report due to lack of time.
- **Newsletter:** No report due to lack of time.
- **Architectural Review Committee:**
 - Closing Packet Inspections: Did not discuss due to lack of time.
 - New Applications:
 - Homeowners provided clarity on application submitted on April 2 and answered questions from Board members. Board will consider request and respond to homeowners with the Board's decision.
 - Application for Lot 164 was denied due to lack of information.
 - Violations: Did not discuss due to lack of time.
 - Neighborhood Inspection: Did not discuss to lack of time.

Unfinished Business:

- Covenants Amendments Update: Did not discuss due to lack of time.

New Business: Did not discuss due to lack of time.

Due to lack of quorum after one Board member had to leave, the meeting adjourned at 8:15 pm.

Respectfully submitted,
Peggy Franklin, Secretary

Next scheduled meeting: May 13, 2015 at 7:00 pm, Cascades Library.