

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

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

Board Members Present

Peggy Franklin
KC Holland
Steve Honard
Stephen Mann
Lea Nigon

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

Approval of Agenda: Approved as submitted.

Approval of Minutes: The June 10, 2015 Board of Directors Meeting minutes were approved.

Officer Reports:

- **President:** Lea Nigon reported that she sent a thank-you note to Ron Baker for his write-up in the Newsletter about the bluebird houses. She also reported that she received an email from a member about the condition of the path and split-rail fences on parts of the path. She asked the Common Grounds Chair to look into the issue.
- **Vice-President:** Steve Honard reported that a member asked about a pool being installed in the neighborhood and if it was properly permitted/approved by the HOA. Steve will talk with the homeowner where the pool is being installed.
- **Secretary:** No report.
- **Treasurer:** Not present, but presented a written report which is summarized below:
 - Financial Update: Not much change in the overall balances. We paid our annual web hosting fees and the attorney bill.
 - CD Status: Via an email message to the Board, the Treasurer recommended that the \$20K CD with Cardinal Bank that was set to mature on 7/7/15 be redeemed and moved to Presidential Bank where a better rate (1.23%) was offered. She recommended that a 36-month CD be purchased so that the HOA's CD's would have staggered maturation dates. A majority of Board members approved this action via email.
 - Ratification of approvals of CD Renewal: Motion to ratify the aforementioned email vote was seconded and passed unanimously.
 - Reimbursement Requests: There were no requests for reimbursement

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

Committee Reports:

- **Common Grounds:** Not present, but reported via email that he will look into the concerns about the conditions of the path/fences.
- **Social Activities:** Not present. No report.

- **Newsletter:** Not present. No report.
- **Architectural Review Committee:**
 - Closing Packet Inspections: There was one closing packet inspection.
 - New Applications:
 - Lot 65 – enclosed porch approved
 - Lot 74 – new siding, door, and windows were approved
 - Violations: Steve is investigating the reported issue with the home where the pool is being installed.
 - Neighborhood Inspection: Three members of the Board conducted the neighborhood inspection on June 27 and identified approximately thirty homes with issues. Letters were prepared and mailed immediately following this board meeting giving thirty days for homeowners to resolve the issues.

Unfinished Business:

- Covenants Amendments Update:
 - Lea Nigon presented a marked-up Covenants document showing suggested changes to be sent to members of the community. The Board agreed that it may be worth the investment to print the document in color to make it clear what changes had been made. Will investigate cost to print in color vs. black and white.
 - The Board decided on a date of September 9 to hold a Town-Hall meeting to discuss the proposed changes. Peggy Franklin will call the Library to try to reserve one of the large rooms for the meeting.
- Traffic Study/Town Hall: Lea Nigon reported that she followed up with Supervisor Volpe's office on 7/2 and was told that there are no results yet.
- Lessee Information: The Board will put this issue on hold due to the other issues it is dealing with now and plans to address requesting lessee information in conjunction with the annual dues letter.

New Business:

- Correspondence from Loudoun County Department of General Services: The Association received a letter from the LC Department of General Services asking that HOA's do whatever they can to reduce the use of pesticides on common grounds. Referred to Greg Swiatocha, Common Grounds Chair.
- Common Ground Environmental Initiatives: This issue will be deferred for now.

The meeting adjourned at 8:20 pm.

Respectfully submitted,
Peggy Franklin, Secretary

Next scheduled meeting: August 12, 2015 at 7:00 pm, Cascades Library.