

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

Date: October 1, 2015
Time: 7:00 pm
Location: Dominion High School Library
Purpose: To Discuss Board Vacancies, 2016 Budget and Proposed Covenant Changes

Board Members Present

Peggy Franklin
Brandon Henry
Steve Honard
Lea Nigon
Vicki Rundquist

Lea Nigon, President, called the meeting to order at 7:02 pm.

Proof of Notice of Meeting: Announcement of Special Meeting was posted on the SRHOA website in late August.

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

Board Vacancies: Lea Nigon reported that there will be two or three vacancies to fill by a membership vote at the next Annual Meeting of the Association on the Board of Directors. The actual number depends on the response she receives from one Board member. She suggested that Board members reach out to neighbors to ask if they are interested in running. To correct a past error of filling seats of Board members who resigned for more than the remaining time in their term, two positions will be filled for one-year terms this year. This will preserve the stagger which was intended in the governing documents. After this year, the Association will be back to having three positions open each year. The deadline for mailing the Annual Meeting notice (to be held on November 12 at 6:30 pm in the Dominion High School Library) is October 28. The Board will finalize the names of candidates to include in the notice/proxy at its October 14 meeting.

2016 Budget: Vicki Rundquist submitted a suggested 2016 Budget. The budget includes the same rate for dues as last year, \$80. The Board reviewed the proposed Budget and made suggestions for minor changes. Motion to approve the Budget as amended was seconded and passed. This Budget will be presented at the Annual Meeting.

Proposed Covenant Changes:

- Town Hall Meeting Review: Lea Nigon reported that the Town Hall Meeting held on Sept. 9, 2015 to present proposed Covenant changes went very well. Other Board members who attended the meeting agreed and noted that there were good suggestions that came from community members at the meeting.
- Revisions:
 - Motion to approve the language as submitted to remove reference to the "Declarant" was seconded and passed.

- The Board proposed a slight change to the language regarding waste receptacles to make it more clear that the Board can approve a change in location only (not a change in the number) of waste receptacles. Motion to approve the amended language was seconded and passed.
- Motion to approve the language as submitted regarding parking was seconded and passed.
- Motion to approve the language as submitted regarding signs was seconded and passed.
- The Board reviewed alternate language regarding enforcement that was submitted by a community member after the Town Hall meeting. The Board agreed that the language was easier to understand and made it very clear that the Board must follow laws set out in the Code of Virginia. Vicki Rundquist expressed concern that if the Code of Virginia ever changed, this language may become out-of-date. Lea Nigon will review a suggested change with legal counsel.
- In response to a suggestion from a community member at the Town Hall meeting, legal counsel proposed language to allow Board approval of exceptions to restrictions on boat storage. The Board reviewed the language and came up with a slightly different approach. Lea Nigon will review with legal counsel.
- **Timeline:** There must be 15-60 days' notice of the special meeting to hold a vote on the proposed Covenant changes. The Board discussed the timeline and thought that it would be a good idea to have the notice go out with the Annual Assessment letter, but that to avoid possible inclement weather issues, to delay the deadline for dues by a few months. Lea Nigon will discuss the issue with legal counsel.

Unfinished Business: No unfinished business was discussed.

New Business:

- Vicki Rundquist submitted three requests for reimbursement:
 - \$125.95 to Beth Baker for copying of Town Hall Meeting packet and documents used at this special meeting.
 - \$4.58 to Vicki Rundquist for copying of Covenants for Sales Packets.
 - \$110.47 to Zeleste Henry for Halloween Parade Postcards/Postage.
 Motion to approve all three requests was seconded and passed.
- Lea Nigon reported that the Dominion High School Homecoming Parade was scheduled for the next evening, October 2, and that Seneca Ridge Road is scheduled to be closed sometime between 5:15 pm and 6:30 pm. Lea reported that notice to the community was posted on the listserv.
- The homeowner of Lot 138 submitted a request to add lattice trim to a deck – application was approved with minor modifications.

The meeting adjourned at 8:45 pm.

Respectfully submitted,
Peggy Franklin, Secretary

Next scheduled meeting: October 14, 2015 at 7:00 pm, Cascades Library.