

**Seneca Ridge Homeowners Association  
Annual Organizational Meeting of the Board Minutes**

**Date:** November 12, 2015  
**Time:** 6:30 PM  
**Location:** Dominion High School

Board Members Present:

Peggy Franklin  
Steve Honard  
Lea Nigon  
Vicki Rundquist  
Abul Tareque

Lea Nigon, President, called the meeting to order at 6:30 PM.

**Establishment of Quorum:** The Secretary counted the proxies and confirmed that a quorum was established.

**Introduction of Attendees:** All those present introduced themselves.

**Proof of Notice of Meeting:** Notice of annual meeting was mailed October 21, meeting the 15-day advance requirement.

**Approval of Minutes:** Copies of the 2014 Annual Meeting Minutes were distributed, reviewed and approved.

**Officer Reports:**

- **President:** The President reported on major achievements in 2015:
  - The Board spent quite a bit of time preparing draft updates to the Declaration of Covenants and Restrictions to present to the members. A Town Hall meeting was held to present the proposed updates to the community and to receive feedback from community members. Feedback was discussed at subsequent Board meetings and final proposed changes are being drafted. The President advised that a notice of a meeting to vote on the proposed changes would be sent out 15-60 days prior to the meeting sometime early next year and that two thirds of the community needs to approve a change in order for it to be passed. There are five different changes being proposed and each one will be voted on separately.
  - The Board has been working with Supervisor Volpe and her office to address traffic issues affecting the community. She expressed appreciation for all those who attended the Town Hall meeting attended by officials from several offices. Those officials saw how important the issues were to the community and Supervisor Volpe subsequently reported that \$500K was approved by the Loudoun County Board of Directors to study the issues and to implement improvements.
- **Vice President:** No Report.
- **Secretary:** No report.
- **Treasurer:** The Treasurer presented a report of budgeted vs. actual expenditures in 2015 noting that current projections are that revenues will exceed expenditures by close to \$5,000 this year.

The Treasurer presented a 2016 Budget that called for the annual assessment to remain at \$80 since the community has healthy cash reserves. The Board approved the 2016 Budget as presented at its most recent meeting.

**Committee Reports:**

- **Common Grounds:** The Chair was not present, but reported via email that in 2015 there was good participation in the annual Spring Clean in April and that the fence on the bridge on the path at the end of Trail Ridge had been repaired.
- **Social Activities:** The Chair was not present, but reported that there was excellent turnout at the Halloween parade and that the Community Yard Sale went well. Community members commented that they appreciated the bright postcards that were sent advertising the parade.
- **Newsletter:** The Chair was not present. The President expressed appreciation for his hard work in 2015 in publishing quarterly newsletters.
- **Architectural Review Committee:** The ARC Chair was not present, but reported via email that there had been many improvements to homes in the community. He also reported that there had been good response to notices sent to homeowners as result of the annual inspection.

**Election of Directors:** KC Holland, Lea Nigon and Vicki Rundquist were re-elected to three-year terms as members of the Board. Orest Swynstun and Beth Baker were elected to one-year terms as members of the Board, filling open seats created by the expired terms of Brandon Henry and Steve Honard.

**Unfinished Business:** None

**New Business:** None

The meeting adjourned at 7:20 PM.

Respectfully submitted,  
Peggy Franklin, Secretary