

Seneca Ridge Homeowners Association, Inc.
Meeting of the Board of Directors Minutes

Date: May 11, 2017
Time: 7:00 pm
Location: Cascades Library

Board Members Present

Beth Baker
KC Holland
Stephen Mann
Lea Nigon
Vicki Rundquist
Orest Swystun
Abul Tareque

Vicki Rundquist, Treasurer, called the meeting to order at 7:07 pm.
The presence of a quorum was established.

Approval of Agenda: A motion to approve the agenda was seconded and passed.

Approval of Minutes: A motion to approve the April 13, 2017 Board of Directors Meeting Minutes was seconded and passed.

Pending Form 200 Application: After presentation by the homeowner of Lot #99 and discussion by the board, a motion to approve the homeowner's application dated 4/29/17 for an alternate site was made, seconded, and passed.

Officer Reports:

- **President (Orest Swystun):**
 - Transition Report: Transition meeting has not yet taken place.
 - Future Meeting Schedule: The library conference room has been reserved for the board meeting June 8.
 - Asset Report: The President reported that he has photos of all HOA assets and will put them into a Word document to make available to board members.
 - He urged that safety be a primary focus of board considerations.
- **Vice President (Paul Southwick):** Not present. No report.
- **Secretary (Beth Baker):** No report.
- **Treasurer (Vicki Rundquist):**
 - **Financial Update:** Income of \$671 came from dues payments and one HOA packet. Expenses were \$757 for legal fees, state corporation commission fees, and printing. Total balance was \$102,413.36
 - **Dues:** There is yet one household which has not paid dues, and the Treasurer is continuing to follow up with the homeowners before taking further action.
 - **Audit:** The Treasurer signed revised paperwork from the firm chosen for an audit, but has not received notice of a target date.

- **Reimbursement Requests:** A motion was made, seconded, and passed to approve reimbursing \$6.25 to the Secretary for printing expenses and \$3.68 to the ARC Committee Chair for printing supplies.

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

Committee Reports:

- **Social Activities (Chair: Zeleste Henry):** Not present.
 - The Secretary will use listserv to ask for a volunteer to plan a neighborhood yard sale.
- **Common Grounds (Chair: Greg Swiatocha):** Not present.
 - **Tree Removal:** A motion was made, seconded, and passed to approve up to \$2,000 for East Coast Arborist's proposal to take down, cut, and stack designated problem trees along the paths. The motion also included approving up to \$1,000 for removal of two designated trees in the Common Grounds next to Lot #140.
 - **Grading along pathways:** A motion was made, seconded, and passed to approve the proposal from Locust Landscaping for \$3,850.00 to put gravel alongside marked low areas along the paths.
- **Architectural Review (Chair: Lea Nigon)**
 - **New ARC applications:** Two applications were approved and one was denied.
 - The board went into executive session at 8:05 pm to discuss outstanding violations and returned to regular session at 8:09 pm. No action was taken.
 - **Neighborhood Inspection:** The Chair will select a date for the yearly inspection and solicit participants.
- **Newsletter:** No Report

Unfinished Business:

- **Asset Assessment Report:** The President is continuing efforts to formulate a report.
- **Common Area Rules:** A motion was made, seconded, and passed that "No structure may be built or placed upon Seneca Ridge Homeowners Association, Inc. (SRHOA) Common Grounds without written permission from the SRHOA Board of Directors."

New Business: None

A motion to adjourn the meeting at 8:55 was seconded and approved.

Respectfully submitted,
Beth Baker, Secretary

Next scheduled meeting: June 8, 2017, 7:00 pm, at Cascades Library Conference Room