

## Meeting of the Board of Directors Minutes

**Date:** July 12, 2018  
**Time:** 7:00 pm  
**Location:** Cascades Library

### Board Members Present

Beth Baker  
Steve Honard  
Colleen Kerrigan  
Lea Nigon  
Paul Southwick  
Debbie Voloshin

Paul Southwick, Vice President, called the meeting to order at 7:00 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 June 14, 2018 Board of Directors Meeting Minutes was seconded and passed.

### **Officer Reports:**

- **President (Orest Swystun):** Not present; no report.
- **Vice President (Paul Southwick):** No report.
- **Secretary (Beth Baker):** No report.
- **Treasurer (Debbie Voloshin):**
  - **Financial Update:** Treasurer distributed a financial report. The main expense of the month was for dead tree removal. Total balance is \$96,664.54.
  - **Reimbursement Requests:** A motion was made, seconded, and passed to approve reimbursement to Lea Nigon of \$20.00 for postage of violation letters and \$10.50 for a “Time Sensitive” stamp for mailings.

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

### **Committee Reports:**

- **Social Activities (Chair: Zeleste Henry):** Not present. No report.
- **Common Grounds (Chair: Steve Honard):**
  - Steve Honard reported that several trees in the common grounds were taken down in the past month. He will arrange for taking down two more trees that have been identified recently.
  - **Asset Assessment Report:** Steve Honard will pursue getting a cost estimate of path replacement.

- **Architectural Review (Chair: Lea Nigon):**
  - **Board Handbook Update:** Lea distributed a revised version of Section E “Summary of Seneca Ridge HOA ‘Rules’”.
  - **ARC applications:** Applications #18-20 to #18-22 were approved by the ARC committee in the past month.
  - **Violation Complaints and Issued Notices:** There were no new notices. Lea Nigon moved that the board go into executive session at 7:18 pm to discuss violations, Steve Honard seconded, and the motion carried. At 7:29 Paul Southwick made a motion to return to regular session, Steve Honard seconded, and the motion carried. No further board action was taken.
  
- **Newsletter:** The next issue will announce fall events and is planned to be distributed in late August.

**Unfinished Business:**

- **Directory:** Colleen will make final changes and print 225 copies of the booklet in August. It will be mailed with the newsletter.

**New Business:**

- **Review of Standard Record Report:** Lea suggested changes to a few items and urged the board to review the document.
- **August Drive Community Meeting:** Lea will announce the July 17 meeting again on Listserv.

A motion to adjourn the meeting at 8:02 was seconded and approved.

Respectfully submitted,  
Beth Baker, Secretary

Next scheduled meeting: August 9, 2018, 7:00 pm, at Cascades Library Group Study Room