

**Seneca Ridge Homeowners Association
Annual Meeting of the Members Minutes**

Date: November 9, 2017
Time: 7:00 PM
Location: Cascades Library Room B

Board Members Present:

Beth Baker
KC Holland
Stephen Mann
Lea Nigon
Vicki Rundquist
Paul Southwick
Orest Swystun

Paul Southwick, Vice President, called the meeting to order at 7:01 PM.

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

Proof of Notice of Meeting: The Secretary gave evidence that a notice of the annual meeting was mailed October 19, meeting the 15-60-day advance requirement.

Introduction of Attendees: All those present introduced themselves.

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

Approval of Minutes: A motion to approve the November 14, 2016 Annual Meeting of the Members Minutes was seconded and passed.

Officer Reports:

- **President:** No Report
- **Vice President:** No Report.
- **Secretary:** No report.
- **Treasurer:** The Treasurer reported that a planned audit was recently completed and the positive report accepted by the board. The auditor's only note of caution was that a separation in treasurer duties is advised, although impractical in small HOAs and rarely done. The auditor also advised that a reserve study be in hand for replacement of the paths and bridges.

Committee Reports:

- **Common Grounds:** The chairman was not present, but the board noted that this past year the path beginning at the end of Seneca Ridge Drive was improved by placement of gravel on both sides of eroded sections. A number of diseased or falling trees also were removed from the common grounds close to the path.

- **Architectural Review Committee:** Homeowners made improvements to their properties in response to the neighborhood inspection in June, so that the neighborhood remains an attractive place.
- **Social Activities:** All preparations were made for the annual Halloween Parade but it was cancelled due to rain.
- **Newsletter:** The Chair was not present. Lea Nigon noted that three issues were published during the year.

Election of Directors: Five persons announced their candidacy in time to be put on the ballot at the meeting. Those elected to the three vacancies were Steve Honard, Colleen Kerrigan, and Paul Southwick, all for full three-year terms.

Unfinished Business: None

New Business: None

The meeting adjourned at 7:40 PM.

Respectfully submitted,
Beth Baker, Secretary