

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

**Date:** October 10, 2019  
**Time:** 7:00 pm  
**Location:** Cascades Library

Board Members Present

Josee Arel  
Beth Baker  
Steve Honard  
Cheryl Monroe-Medonich  
Paul Southwick  
Orest Swystun (briefly)  
Debbie Voloshin

Orest Swystun, 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 made to approve the September 12, 2019 minutes was seconded and passed.

**Officer Reports:**

- **President (Orest Swystun):** Orest Swystun announced that as he no longer lives in the neighborhood and soon will not be a homeowner here, offered his resignation from the board. The board accepted it, thanking him for his service to the community.
- **Vice President (Paul Southwick):** No report.
- **Secretary (Beth Baker):** Beth Baker presented a copy of the announcement to be sent concerning the November annual meeting. Board members proposed several people to be placed on the ballot, and they will contact the secretary to finalize names.
- **Treasurer (Debbie Voloshin):**
  - **Financial Update:** Total assets are \$86,873.28, of which \$30,000 are Replacement Reserves.
  - **2019 Homeowner Assessments:** A motion to go into executive session at 7:23 was seconded and passed to discuss a homeowner's nonpayment of dues. The board returned to regular session at 7:27, requesting the treasurer to send a certified letter, return receipt, to the homeowner, citing Section 7 of Article V of the By-Laws.
  - **Reimbursements:** A motion was made, seconded, and passed to reimburse Beth Baker \$24.97 for copying of the Fall newsletter, and Cheryl Monroe-Medonich \$100 for application fee for the Halloween parade.

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

## Committee Reports:

- **Social Activities:** The Halloween parade is planned for October 27<sup>th</sup> from 4:00 to 5:00 pm. Cheryl Monroe-Medonich reported that she expects the permit for it to come this week. She has also arranged for a fire truck and the auxiliary police. Steve Honard will place the announcement sign at the beginning of the community the week before the parade. Beth Baker will ask Jenny Le to put a notice on the website concerning the brief road closure.
- **Common Grounds (Chair: Steve Honard):**
  - Steve Honard will request a quote for next years' service from the landscaping company.
  - A motion to approve up to \$400 for clearing dead branches out of the common ground area below Trail Ridge Court was seconded and passed.
- **Architectural Review (Chair: Colleen Kerrigan):**
  - At 7:38 a motion to go into executive session in order to discuss individual cases was seconded and passed. The board returned from executive session at 7:46.
  - **Neighborhood Inspection Update:** Ten cases did not pass final inspection and hearings in December and January will be set up for them.
  - **Approved Applications:** One application was received, but since the homeowner has not remedied a previous violation and has not paid owed dues, no approval will be considered.
- **Newsletter:** Cheryl Monroe-Medonich was thanked for putting together the 3<sup>rd</sup> quarter newsletter, which was distributed to the neighborhood by a volunteer homeowner and several board members.

**Unfinished Business:** Listserv: No further action was taken at this time.

**New Business:** None

A motion to adjourn the meeting at 7:46 was seconded and passed.

Respectfully submitted,  
Beth Baker, Secretary

Next scheduled meeting: Annual Meeting of the Members, November 14, 2019, 7:00 pm, Cascades Library Meeting Room A; Organizational Meeting of the Board immediately afterwards.