

THE CEDARS HOMEOWNERS ASSOCIATION
MINUTES OF THE 2013 ANNUAL HOMEOWNERS MEETING
Thursday February 21, 2013

Welcome

The Annual Meeting of The Cedars Homeowners Association (HOA) was held on Thursday, February 21, 2013, at the Markel Building, Salon Conference Room, First Floor, 4531 Highwoods Parkway, Glen Allen, Virginia, 23060. A social time began at 6:30 pm, when pizza and refreshments were served. President Kimberly Sowers called the meeting to order at 7:00 pm. A package of information containing all documents discussed in the meeting, including a meeting agenda, minutes, financial report, and proposed slate of directors, was made available to all homeowners. Mrs. Sowers introduced the Board members and asked everyone in the room to introduce themselves by giving their name, address, and the length of time they had lived in the neighborhood.

Proof of Notice

Mrs. Sowers reported that notice of the meeting had been properly given by mailed, hand delivered and emailed invitations and proxies to each homeowner at the addresses on the distribution list. A reminder email was also sent the Tuesday before the meeting. Attendance in person and by proxy satisfied the requirements for a quorum.

Approval of Minutes

Julie Traylor presented the minutes from the 2012 HOA meeting. Upon motion duly made and seconded, reading of the minutes was dispensed, and the 2012 minutes were approved as presented.

Social Committee Report

Barbara Hershey reported on social events held during 2012. The 2012 Annual Meeting was held in January. A Sadler Road Community Yard Sale was held Saturday, May 19th and was a great success. The Spring Social was held on Sunday, June 10th from 4:00 to 7:00 pm. The neighborhood participated in a National Night Out event on August 7th. The Fall Social was held on Saturday, October 6th. Mrs. Hershey discussed the need to get more homeowners to attend the various social functions. Mrs. Hershey was then thanked for her work during the year and for hosting the socials in her yard.

Welcoming Committee Report

Lori Coyne reported that several new neighbors had moved into the Cedars neighborhood during the year, and had received Welcome Packages. There are currently two owners scheduled to receive their new neighbor package of information when they move in.

Treasurer's Report

Dave Cummings presented the financial report for 2012 in Marshall Higgins' absence. He reviewed the various revenue and expense items, particularly the additional cost for replacing the Cedar Branch Court Entrance sign during the year, and indicated that at year end the HOA had \$1,325.68 in the checking account and \$7,236.32 in the savings account. Upon motion duly made and seconded, the homeowners voted to accept the report as presented.

Innsbrook Rezoning Initiatives

Dave Cummings reported on the effort undertaken by Highwoods Properties to rezone large sections of Innsbrook to urban mixed-use (UMU) as part of the “Innsbrook Next” plan supported by Henrico County and approved by the Board of Supervisors. He noted that many of the surrounding neighborhoods raised concerns with building height, traffic, noise, lights, safety, privacy, land use, etc. After many meetings, emails, etc., Highwoods did make some key concessions to their initial requests. The infrastructure in the next target area is to be put in place prior to any new building construction. Mr. Cummings referred homeowners to the County’s www.Innsbrook.com/next website for more information. The neighbors present thanked the Board, especially Mr. Cummings, for their diligence and dedication to monitoring neighborhood issues.

Neighborhood Watch

Joanne Yonce provided an update on the Neighborhood Watch program. She stated that 2012 was another year of progress for the program, with regular emails sent to residents on crime prevention tips, as well as communications on local crime alerts. Emphasis continued to be placed on educating all residents to be alert and call 501-5000 if they see any suspicious activity. Block Captains’ meetings had been held during the year. There is still a need for additional Block Captains. Mrs. Yonce announced that Mrs. Joanne Vinci will become the Neighborhood Watch Committee Chair as the Yonce family would be moving in the spring. Mrs. Yonce was thanked for all her efforts and the wonderful job she did during her tenure on the Board.

President’s Report

Mrs. Sowers reported on activities and actions taken by the Board during the previous year. The new Board met in February to elect officers and committee chairs. The Board generally held open monthly meetings in 2012. Mrs. Sowers advised that a new entrance sign was installed at the Cedar Branch Court entrance, because the former sign had been vandalized. The incident was reported to the police; however, the sign was never located. Mrs. Sowers also reported that a main initiative the Board had for 2012 was to address the overgrown landscaping that bookend both entrances. A landscaper was engaged to provide an estimate on refurbishing the commons area. The property lines had to be marked for the landscaper to provide an accurate estimate, but the goal was to begin work in the early spring. Mrs. Sowers advised that the Neighborhood Directory had been updated and would be distributed in the coming month. Finally, Mrs. Sowers thanked all the Board members who had served during the year. She also thanked Mr. Sajan Kaushik who posted minutes and updates to the website.

New Business

Mr. Cummings presented a proposed budget for 2013, and indicated that the budget called for maintaining the annual dues of \$75 per homeowner. He responded to questions, and explained that the dues if approved would be payable by April 1, 2013. Upon motion duly made and seconded, the homeowners approved the 2013 budget and dues amount as presented.

Mrs. Sowers presented a slate of proposed board members, including Dave Cummings, Marshall Higgins, Julie Traylor, Richele Jenkins, Niki Donathan, Amarish Jain and Joanne Vinci. Upon motion duly made and seconded, the homeowners voted to approve the 2013 slate of board members as presented.

Open Discussion

A concern was raised by a neighbor about a property maintenance issue. The Board outlined the procedure that was followed during the past year to identify and resolve property issues. In 2012, the Board had sent out letters to several residents whose properties were not in compliance with the governing documents regarding property appearance and maintenance. Both positive and negative responses were received. The Board will continue working with homeowners to ensure the protection of the neighborhood property values. Mrs. Sowers also encouraged neighbors to be diligent in maintaining their own properties and identifying any properties with major issues that should be addressed by the Board.

Reminders

Mrs. Sowers again thanked the Board members for their service during 2012. In turn, Mrs. Sowers was thanked for her work during her tenure as president as she is stepping down from the Board. She reminded everyone to pay their dues by the April 1st due date, and encouraged neighbors to check the HOA website at www.thecedarsatinnsbrook.com frequently for information regarding upcoming events and neighborhood news. The website had been updated with information for homeowners, and contained guidelines for submitting architectural requests.

Adjournment

There being no further business to come before the HOA, the Annual Meeting was adjourned at 8:35 pm.

Respectfully submitted by,

Julie Traylor
Secretary