

**The Cedars at Innsbrook
Homeowners Association Board Meeting Minutes
Thursday, August 23, 2012**

Attending: Marshall Higgins, Richele Jenkins, Niki Donathan, Joanne Yonce, Julie Traylor, Dave Cummings

Absent: Lori Coyne, Kimberly Sowers, Barbara Hershey

Dave called the meeting to order at 7:05 p.m.

Reports:

- Secretary: July minutes were approved via email and Sajan has posted to website.
 - Treasurer: Marshall reported there are now 6 outstanding dues. He will visit homes to collect.
 - Social Committee: National Night Out was held on Tuesday, August 7 @ 7pm in the Cedar Forest Place cul-de-sac. Barbara provided ice cream and bottled water. Innsbrook Patrol, Henrico Police and Fire attended as well as about 25 Cedars residents. Board set a date of Sunday, October 7 for the Fall Social. Julie will check with Barbara to confirm the date.
 - Architectural Requests: No new requests received.
 - Landscaping/Common Areas: Quote pending on determining the property lines of the Commons Areas.
 - Welcoming Committee: No report.
 - Neighborhood Directory: Julie working on getting the information of all the new neighbors. Board agreed to host another contest for the children to design the cover. Julie to follow up with Kimberly.
 - Neighborhood Watch: Joanne will schedule a Block Captains meeting soon. Will be sending out a reminder to lock car doors as there has been a rash of break-ins in the West End.
 - Innsbrook Rezoning: Dave reported there are no updates.
 - Property Maintenance: Residences in need of property maintenance will be identified to receive letters. Several yards in the neighborhood are not being maintained.
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Old Business:

- None
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New Business:

- Kimberly filed a report on the missing entrance sign. Marshall needs to obtain a quote for the insurance company. Sign business that built the sign is no longer in business. HOA has a \$500 deductible with a \$2500 limit of replacement cost. Joanne will get estimates on the cost to replace the missing sign.
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Calendar of Events:

- The next BOD meeting will be held on Thursday, September 20, 2012 at 4617 Cedar Forest Road.
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With no further business, the Board meeting was adjourned at 7:55 p.m.

Respectfully submitted by,

Julie Traylor