

**The Cedars at Innsbrook
Homeowners Association Board Meeting Minutes
Thursday, September 26, 2013**

Attending: Dave Cummings, , Niki Donathan, Julie Traylor, Marshall Higgins, Joanne Vinci
Absent: Amarish Jain, Richele Jenkins
Niki called the meeting to order at 7:05 p.m.

Reports:

- Secretary: August minutes were approved via email and need to be sent to Sajan to post to website.
 - Treasurer: Marshall reported there currently are 5 outstanding 2013 dues. He will send another letter and visit homes.
 - Social Committee: No report.
 - Architectural Requests: Richele reported via email no new requests have been made.
 - Welcoming Committee: No report
 - Neighborhood Watch: Shredding and outdated RXs collection events will be held in October. Joanne will send out information to neighborhood. Board discussed recent incidents in neighborhood of vandalism and car thefts. Joanne will also send out email to remind residents to lock cars.
 - Landscaping/Common Areas: Flowers died at Cedar Forest entrance for unknown reason and have been removed. Mulch was also put down. Pansies will be planted when the weather cools down.
 - Website: Updated with minutes. No other news to report.
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Old Business:

- Property Maintenance: Board discussed a property with mulch beds that were extremely overgrown with very tall weeds. Multiple emails have been sent to owner and property manager requesting removal. Board agreed to advise owner and property manager if work was not completed in 7 days, the Board would contact Robson to remove the weeds and send the bill to the property manager.
 - Property Management: The Board continued to review outstanding issues and discussed hiring an outside management company. One quote from a lawyer was submitted by a board member.
 - Innsbrook Development: Highwoods is proceeding with the development according to the approved plans. Construction is scheduled to begin this fall.
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New Business:

- Dave completed the annual State Corporation Commission report package and will be submitting it for the HOA.
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Calendar of Events:

- The next BOD meeting will be held on Thursday, September 26, 2013 at 4620 Cedar Forest Road.
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With no further business, the Board meeting was adjourned at 8:00 p.m.

Respectfully submitted by,

Julie Traylor