

**The Cedars at Innsbrook
Homeowners Association Board Meeting Minutes
Thursday, January 10, 2013**

Attending: Kimberly Sowers, Joanne Yonce, Julie Traylor, Dave Cummings, Barbara Hershey, Marshall Higgins, Richele Jenkins, Niki Donathan

Absent: Lori Coyne

Kimberly called the meeting to order at 7:00 p.m.

Reports:

- Secretary: November minutes were approved via email and have been posted to website. A December Board meeting was not held.
 - Treasurer: Four homes still have not paid 2012 dues (Marshall corrected count from last month). He continues to contact in person to collect, and will file property liens if necessary.
 - Social Committee: No news to report. Annual meeting is next event.
 - Architectural Requests: No requests have been submitted.
 - Landscaping/Common Areas: No news to report.
 - Welcoming Committee: No news to report.
 - Neighborhood Directory: Julie will take to Kinko's for printing.
 - Neighborhood Watch: Joanne reported that Joanne Vinci has agreed to take her place as NW Chair.
 - Property Maintenance: A second letter was sent to residents who received an initial letter either thanking them for taking action or restating the issues that need to be addressed with their property. The positive responses and improvements that have been made were noted by the Board. It was also noted that additional properties are making exterior repairs. Work on this topic will continue after the annual meeting.
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Old Business:

- None
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New Business:

- 2013 Annual Meeting: The annual meeting is scheduled for Thursday, February 21, 2013 at the Market Building, 4501 Highwoods Parkway, Salon A and B. Social at 6:30 pm with meeting beginning at 7:00 pm. Barb will provide pizza, drinks and cookies. Kimberly will prepare the meeting notice, including a proposed budget and BOD slate, proxy document and meeting agenda. Julie will have copies made and distribute to the neighborhood.
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Calendar of Events:

- Next Board meeting is scheduled for 7:00 pm on Thursday, March 21, 2013. Location TBA.
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With no further business, the Board meeting was adjourned at 8:10 p.m.

Respectfully submitted by,

Julie Traylor