

**The Cedars at Innsbrook  
Homeowners Association Board Meeting Minutes  
Thursday, March 15, 2012**

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

Kimberly called the meeting to order at 7:10 p.m.

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**Reports:**

- Secretary: The February meeting minutes were approved and will be posted on the website once the draft of the Annual Meeting minutes are ready to be posted.
  - Treasurer: Marshall deposited an additional 31 annual dues checks. Sent a second reminder notice 2 weeks prior. As of the March 15 due date, 25 are outstanding. Will continue to check the PO Box for additional payments and allow a grace period through the weekend before imposing the late fee. Will pay the \$1500 balance due to the lawyer this month.
  - Social Committee: The Spring Social will be on Sunday, May 6<sup>th</sup> 4-7pm. The Community Yard Sale will be on May 5<sup>th</sup>. Kimberly will contact Sadler neighborhoods about participating. Barb reported that tables/chairs used for past events belong to Beth Wiegand. Carlson has no knowledge of the signs.
  - Architectural Requests: Richele reported that no architectural requests were submitted.
  - Landscaping/Common Areas: Niki will contact the landscaper to discuss recommendations and quotes for improving the common areas. The Overlook property on Sadler Rd needs maintenance. Dave will find out the contact information for the person(s) responsible. Board will contact the irrigation company in May.
  - Welcoming Committee: There are two new people who need to be greeted. Amarish provided Lori with the Welcome Package. Lori suggested including the Architectural Request form and a blank contact info form for the directory. Talked to Daylight Donuts about donating a dozen donuts or \$10 gift card as part of the Package. Will reach out to other local businesses for gift cards or coupons.
  - Neighborhood Directory: New directories will be printed after the Spring Social.
  - Neighborhood Watch: Joanne held a Block Captain's meeting on (recent date?).
  - Innsbrook Rezoning: Dave reported that there are no updates.
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**Old Business:**

- Annual Meeting Minutes: Kimberly reported that Cora did not have the Annual Meeting minutes. Julie and other members present at the Annual meeting will draft minutes.
  - Annual Meeting Food Receipts: Marshall has requested Carlson for the receipts. Will ask again.
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**New Business:**

- Landscaping: Board will send an email reminding homeowners about lawn and home maintenance.
  - Website: Board approved the \$7.99 annual fee to increase services for the website.
  - Spring Social: Board will contact Beth with a proposal to purchase the tables and chairs.
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**Calendar of Events:**

- The next BOD meeting will be held on Thursday, April 19, 2012 at 4617 Cedar Forest Road.
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With no further business, the Board meeting was adjourned at 8:10 p.m.

Respectfully submitted by,

Niki Donathan