

**The Cedars at Innsbrook
Homeowners Association Board Meeting Minutes
Thursday, November 18, 2010**

Attending: Beth Wiegand, Amarish Jain, Kimberly Sowers, Carlson Byron, Julie Traylor, Marshall Higgins, Marnie Harrison, Rob Basham, Mike Retchenwald, Joanne & Keith Yonce

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

Reports:

Treasury: Three homeowners have not paid their annual dues. Marshall will follow up with them.

Real Estate: There are currently five homes in the Cedars and Saddlebrook for sale. The house at 4705 Cedar Forest Road will close on November 19. The houses at 4805 Cedar Post Place and 4723 Cedar Forest Road are under contract and are scheduled to close mid-December.

Architectural Requests: One tree removal request was submitted and approved by the Board via email. A new Architectural Request form is under development. The new form will be presented to board in December's meeting

Social Committee: Plans are underway for the Annual Board Meeting on January 18 at the Markel building. The December board meeting will be dedicated to planning the meeting agenda and other activities.

Website Review: The revised Cedars website was rolled out October 21. The Board is discussing the possibility of migrating the current website to a browser based system to improve usability. Mike Retchenwald will research possible options and report back to the board in the December meeting.

Welcome Committee: Attempts were made to deliver New Neighbor packets to 3 houses in person without success. After two attempts, the packet will be left in the neighbor's mailbox. A New Neighbor Welcome Letter was created and implemented in October.

Landscaping Committee: Seasonal flowers have been planted at both neighborhood entrances and the irrigation system has been winterized. Dead shrubs were removed on the berm on the south side of the CFR entrance. Pruning will be done in the spring at both entrances.

Other Business:

Associa Community Group – A review of the current Cedars bylaws and restrictions is underway. Results of the review and possible amendments will be discussed in the December board meeting.

Property Maintenance Issues – No new property maintenance letters were mailed.

Neighborhood Directory – The new Cedars Neighborhood Directory has been completed. Copies will be available for review at the January board meeting before they are printed. A new email distribution list was also created for Board use.

Neighborhood Watch Program – Joanne and Keith Yonce attended the meeting to discuss revitalizing the Neighborhood Watch Program. This topic will be added to agenda for the January board meeting.

No Soliciting Signs – Several options of No Soliciting Signs were presented to the board. Kimberly will research possible sites for placement and report back to the Board in December.

Calendar of Events:

- Next Board Meeting – Thursday, December 16 (7pm) at Kimberly's house (4617 Cedar Forest Road)
 - Annual Christmas Lighting social will be held on Sunday, December 5 (4pm) at Cedar Forest Road entrance. Beth will send out a flyer and Rob will send an email notifying neighbors of this event.
-

With no further business, the Board meeting was adjourned at 8:45 pm.

Respectfully submitted by,

Julie Traylor