

**The Cedars at Innsbrook
Homeowners Association Board Meeting Minutes
Thursday, November 17, 2011**

Attending: Kimberly Sowers, Amarish Jain, Mike Rectenwald, Julie Traylor, Marshall Higgins,
Dave Cummings, Carlson Byron
Absent: Cora Stephens, Joanne Yonce,

Kimberly called the meeting to order at 7:15 p.m.

Reports:

- October Board Meeting Minutes: No changes need to be made to Cora's file.
 - Treasurer: All 2011 dues have been paid. Marshall presented 1/1/11 to 9/30/11 budget report. Need to compile 2012 budget for Annual Meeting. Board discussed the possible need for increasing dues next year.
 - Social Committee: Same food/drink will be provided for 2012 meeting as last Annual Meeting. Date will be Thursday, January 19, 2012 at the Markel Building, 4521 Highwoods Parkway, Salon Conference Room, 1st Floor.
 - Architectural Requests: One request submitted and approved for vinyl siding installation. A roof was replaced on a home without requesting approval. The Board reviewed and approved without taking any action against the homeowner.
 - Welcoming Committee: Amarish provided 2 new neighbors with Welcome Package and gift card. One new neighbor has not moved in yet. Amarish needs to buy a gift card for this neighbor.
 - Neighborhood Watch: Emails continue being sent regularly. Still have a few Block Captain openings. Joanne plans on holding a Block Captain meeting in mid-December.
 - Landscaping/ Common Areas: Discussed need to prune Common Areas.
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Old Business:

- None
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New Business:

- Annual Meeting scheduled for Thursday, January 19, 2012.
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Calendar of Events:

- The next BOD meeting will be held at 7PM., Tuesday, December 13 at 4617 Cedar Forest Road. **Note: this is a change from normal Thursday meeting.**
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With no further business, the Board meeting was adjourned at 8:30 p.m.

Respectfully submitted by,

Julie Traylor