

**The Cedars at Innsbrook
Homeowners Association Board Meeting Minutes
Thursday, November 20, 2014**

Attending: Niki Donathan, Dave Cummings, Michael Moss, Marshall Higgins
Absent: Julie Traylor, Caren Cummings, Amarish Jain

Niki called the meeting to order at 7:05 p.m.

Reports:

- Secretary: October meeting minutes have not been completed yet. Need to send July & September minutes to Michael to post to website. Email sent to neighborhood with Neighborhood Watch updates from Henrico County. One Disclosure Package sent. Received email from a neighbor about possible water meter leak along Sadler.
 - Treasurer: Two 2014 dues are outstanding. Marshall will visit homes this weekend.
 - Social Committee: Board discussed plans for decorating entrances for Christmas.
 - Architectural Requests: Requests for new gutters and patio were approved.
 - Welcoming Committee: No update.
 - Neighborhood Watch: No update.
 - Landscaping: Irrigation has been winterized. Marshall will have the water meter checked for leak.
 - Website: Michael is working with GoDaddy for a new server.
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Old Business:

- Property Maintenance: No update.
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New Business:

- Annual Meeting: Board set January 15, 2015 as date for the Annual meeting. Board members will arrive at 6pm to set up. Social begins at 6:30pm and meeting starts at 7pm. Marshall and Dave will create a 2015 proposed budget. Niki will obtain the home sales information. Rest of Board will provide reports for their committee.
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Calendar of Events:

- The next BOD meeting will be held on Thursday, December 11, 2014 at 4620 Cedar Forest Road.
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With no further business, the Board meeting was adjourned at 7:49 p.m.

Respectfully submitted,

Niki Donathan,
President