

Olde Ivy Manor Board Meeting July 27, 2021

In attendance:

- Joe Winland, Shirley Sharp, Debbie Henderson, Jan McDavid, Leslie Maddock for the Board.
- Lisa Turner for Silverleaf (as our new Property Manager, Melissa Chupp, was not available)

Meeting was called to order at 5:15 PM in the Clubhouse and a quorum was established.

The minutes of the previous meeting were approved by email, and posted on the Silverleaf portal and Olde Ivy website.

Manager Report

Lisa indicated that Silverleaf has new procedures in place to ensure that all contacts made to Silverleaf by Olde Ivy residents are acknowledged within 24 hours. Solutions to the problems may take longer, but residents will know that their concerns have been recorded.

Melissa will be on site regularly to familiarize herself with each of the Manor buildings and any problems. She will coordinate with Lance.

Lisa will ensure that Melissa paces herself and lets Lisa know when Melissa is overwhelmed and needs help.

Unit Sales and Leasing

- One unit closed this month.
- 10 lease permits have been issued. The owners of one unit who wish to lease again must first replace the water heater and have the HVAC inspected. We will inspect the unit when we are notified that the work is complete, and—if the condition is satisfactory—reissue the lease permit.

Financials

Joe reported that our financials through May 2021 are pretty much on target. The one major expense that has gone way over budget is close to \$47,000 paid to Cintas for maintenance on the fire suppression system.

Electric bills have been higher than usual, likely because of the hot weather.

Detailed financial reports are available at www.oldeivy.org.

General Maintenance/Repair

Bartlett completed some \$2,000 of preventive maintenance on the common area HVAC systems. In addition, we prepaid for a two-year maintenance contract with Bartlett for HVAC service.

Joe and Melissa will meet with Cintas soon to discuss a new contract. It is urgent that Cintas streamline their operations and billing. It was noted that they have not yet repaired the dangling sprinkler heads in one unit. Melissa will also investigate other

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vendors for this service.

Hill Mechanical will clean out all unit condensate lines that drain into the garage pipes on August 9. Melissa will notify the residents and coordinate the work.

Lance will inspect and replace batteries in the side door opening devices.

The building/gate directory has been cleaned up/updated.

Individual Building Issues

Cintas repaired the top-floor pressure system in building 4950.

The garage springs for building 4805 are on order and will be shipped from California.

The glass door repair for 4850 will be redone.

The storm drains for 4855 will be cleaned both inside the garage and outside.

The side doors at 4950 do not close automatically and need some adjustment.

Exterior Refresh Project

When the painting/repair work on the 4850 and 4950 exteriors is complete, we will pay approximately \$90,000 to P3. Huie Services has conducted thorough inspections and P3 is still fixing the problem areas they identified. We have not been pleased by the quality of the initial paint job.

Interior Refresh Project

Artwork for 4950 is still expected to arrive soon. It has apparently been “shipped.” The cost is \$5,000.

Trim for the elevator in 4950 was installed on one wall; the contractor still needs to do the other wall.

Elevator Inspections

Joe has been in contact with the state of Georgia regarding overdue elevator inspections. We will eventually be put on an inspection schedule.

Lisa will check with Thyssen-Krupp about their elevator maintenance procedures, which seem to be somewhat random.

Fire Safety

The Manor buildings have all been green tagged by the Fire Marshall. Lisa will ensure that bills are mailed to owners for whom sprinkler repairs have been done.

Investigating Charging Stations for Electric Vehicles

In next year’s budget, we plan to include money to have Georgia Power evaluate what it would cost to support electric vehicle charging along with associated unit billing in Manor buildings. This issue has become relevant in the Townhomes and Condos and is likely to be one in the Manor in the future.

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Trash Disposal Issues

We continue to have problems with inappropriate items being left loose in the Manor garbage rooms. The problem is that residents don't know what to do with trash that doesn't fit into a plastic bag for disposal in the unit dumpster.

One solution may be to provide a dumpster in the cul de sac on a quarterly basis.

Meanwhile, we might install some larger signs.

Landscape Concerns

Residents should report any landscape concerns (with photos, if possible) to Silverleaf using the portal or sending an email to contactus@silverleafmanagement.com . It was suggested that Lisa send out a reminder letter about this to all residents, in an effort to remove these kinds of messages from Melissa's direct email.

Board Composition

Two Board members have agreed to run for Board positions again at the Annual Meeting in November. A third member will discuss the position with Joe.

The next meeting will be held by conference call on:

Monday, August 23 at 4:00 PM.