

# ***Olde Ivy Townhomes Association***

## ***October 2019 Board Meeting Minutes***

October 8, 2019

- I. Attending:** Board Members: Rod Johnson, Sal Esposito; Ken D’Anastasio, Beth Jones, Buddy Perrin; Silverleaf Property Manager Brittany Pinto-Williams. A quorum was established.
- II. Business Conducted:** Rod called to order the regular monthly meeting of the Olde Ivy Townhomes Association Board at 7:00pm on October 8, 2019 at the Olde Ivy Clubhouse. Minutes for the September 2019 Board meeting were reviewed. The minutes were approved by email vote on September 19, 2019 and sent to Mike Zeck for posting to the Olde Ivy website.
- III. Treasurer’s Report/Financial Review**  
The **CMA September Financial Package** should be available by 10/15/19. Brittany talked about Silverleaf’s reconciliation process to balance the GLs. Due to the transition, no late fees will be charged for dues in October.
- IV. Property Manager’s Report:** Brittany provided the Board an update on the transition and her activities. She asked the Board to establish a repair/maintenance per expenditure allowance for her to expend with no prior approval. **The Board approved a \$500 expenditure allowance for Silverleaf.**
- V. Open Issues**
- a) **CMA Action List:** There was not an Action List available due to the transition. Brittany discussed some of the data and reports that the Board will be able to access on Silverleaf’s Vanica portal. She will provide portal training to the Board in November.
  - b) **Covenants Violation Letters List:** The Board discussed the three violations/complaints that are currently being fined. Marvin sent a letter to each of the three homeowners on September 30, 2019. One homeowner reported to the Board that she is now in compliance. Another contacted Marvin who advised that she needs to report compliance to the Board. And the third homeowner contacted Beth via texts on 10/8/19. After much discussion, the Board agreed that a Director will contact each of the homeowners and discuss their respective issue with them and report back. If the accounts go into collection, there will be additional legal and late fees that will not be negotiable.
  - c) **Phase 3 Painting Project Update:** Rod provided an update on the screens. BGC is installing new screens on the 22 EIC homes between 10/9 and 10/19/19. Once completed, this project will be closed.

- d) **State Farm Supplemental Claim Update:** Rod reported that the State Farm adjuster has agreed to the quantities of items to be replaced on the supplemental claim. Next step is to get other approvals including at the corporate level of State Farm. This will take some time.
- e) **Deck Repair & Sealing Project Updated:** Buddy provided an update on this project. All townhome decks are completed. The Courtyard gates and surrounds were washed and the gates and surrounds across from the clubhouse were prepped for stain Monday and some of the gates were stained 1<sup>st</sup> coat late yesterday. Since we are using oil-based stain on the gates and surrounds the rain has stopped us for 48 hours. Thursday, 10/10, will be the next available day to start work if it stays dry. Our Kdat material will be delivered on Wednesday and we can start on the last of the repairs. At last count we had approx. 16 decks that need punch list repairs. The rain delay today will push us into the week of October 14<sup>th</sup> for completion.

## VI. New Business:

- a) **Architectural Change Request for Ramona Pinkard Windows:** Beth provided an update. Brittany, Ken and Rod met at Beth's home prior to this meeting to assess the window sample provided by Americas Best Windows. Its profile does not conform with our current windows. Then the group met with reps from Atlanta Area Windows and Doors. They provided a vinyl window option that does not conform with our current windows. Then a composite window sash kit option was assessed. It is manufactured by Precision Millworks, has SDL grids, Low E glass with Argon gas. It conforms to our current windows. The group recommended to the full Board that we approve the Precision composite sash kits. Beth will email a Request for Vote for approval. Follow-up Note: The email was sent on 10/9/19 and unanimously approved by email vote on 10/10/19. Beth notified Ms. Pinkard of this decision on 10/10/19. Information about this window and vendor will be provided to the Townhomes Association in the October newsletter.
- b) **2020 Budget & Long-term Forecasting:** Rod scheduled a 2020 final budget review/approval meeting for the Board on Thursday, 10/17/19 at 7pm at the Clubhouse.
- c) **State Farm Policy Renewal & October 17 Insurance Meeting:** Rod provided an update on the insurance working group. Jim Lyons has been leading the effort getting quotes from State Farm and two other agencies. Beth, Rod and Jim met on 9/30/19 and again on 10/8/19 to discuss, review and compare quotes. Rod has scheduled a meeting on 10/17/19 at 7pm to for Directors to review/approve the Townhomes Association insurance policy.

Rod adjourned the meeting at 8:40pm. The Board's next regularly scheduled meeting is November 12, 2019 at 7:00pm.

Minutes submitted by Beth Jones