

Olde Ivy Townhomes Association

November 2019 Board Meeting Minutes

November 15, 2019

- I. Attending:** Board Members: Rod Johnson, Sal Esposito; Ken D’Anastasio, Beth Jones, Buddy Perrin. Brittany Pinto-Williams, Silverleaf Management, did not attend since the meeting was held on a Friday evening rather than on the regularly scheduled Tuesday evening. 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 November 15, 2019 at the Olde Ivy Clubhouse. Minutes for the October 2019 Board meeting were reviewed. The minutes were approved by email vote on October 15, 2019 and sent to Mike Zeck for posting to the Olde Ivy website on October 19, 2019.
- Rod provided an update from the Townhomes Association Annual Meeting held on 11/12/19. Approximately 35 residents attended. No significant issues were raised. The attendees expressed their huge gratitude to Rod Johnson for his leadership of the Townhomes Board during 2019. 2020 Board Members were elected: Sal Esposito and Glenda Copeland for two-year terms. Rod provided bio information for Glenda to the Board. She has significant experience in program management, education and leadership.
- III. Treasurer’s Report/Financial Review**
- The **Silverleaf October Financial Package** was reviewed. Errors to accounts 5520/2221 and 6040 were identified by Silverleaf prior to the meeting and will be corrected and a new October Financial Package sent to Board.
- IV. Property Manager’s Report:** Brittany provided the Board with her management report prior to the meeting. Brittany has spent a lot of her time over the last two weeks resolving Conservice Water Billing issues. The issues have been identified and corrective actions identified. An email will be sent to residents explaining the issues during the week of 11/18/19.
- V. Open Issues**
- a) **CMA/Silverleaf Conversion Update:** Rod reported that the transition from CMA to Silverleaf is complete. It was not as smooth as we hoped but issues are resolved.
 - b) **Covenants Violation Letters Update:** The Board discussed three violations that are currently open. Settlement agreements were sent to two of the residents by our attorney Marvin Pastel. The third resident texted Beth that she complies as of 10/27/2019. Beth will email her to obtain her concurrence that she is still in and will remain in compliance. Two new compliance violations were received by the Board. One is for construction trash left on garage pad for several weeks and the second is for leaving the garbage receptacle outside for several weeks.

Brittany provided draft warning letters. The Board agreed that the wording of the letters needs to be revised. Sal volunteered to revise the wording of the letters. Beth agreed to send copies of the CMA violation letters to Sal.

Follow-Up Note: Two residents signed and returned their settlement agreements during the week of 11/18/19. They also paid their fines. The third resident concurred with the compliance email that Beth sent her on 11/19/19. Violation letters were sent to residents for the two new issues by Brittany on 11/20/19.

- c) **State Farm Supplemental Claim Update:** Rod reported that State Farm field staff agreed to our supplemental claim. Next step is to get Corporate State Farm approvals. This will likely take some time. Once approved the work will not begin until Spring. Rod has worked with State Farm to identify roof repairs for the period 9/11/17 to 11/18 that State Farm will cover. The claim is for approximately \$200,000.
- d) **Deck Stain & Rehab Project Update:** Buddy provided an update that all decks, gates and surrounds have been repaired and stained. Punch list items will be completed by 11/20/19. A final walk through is scheduled for 11/21/19. The Board expressed their appreciation to Buddy for leading this project.
- e) **Leasing Program Report (RMS):** Rod reported that there are currently nine rental units. Beth reported that 4658 is currently listed for rent on the MLS.

VI. New Business:

- a) **Election of the 2020 THBOD Officers:** Before the election, Board Members expressed their sincere appreciation to Rod for his many hours of significant work for the Townhomes Association in 2019. The Board elected the following officers for 2020:

President: Beth Jones

Treasurer: Sal Esposito

Secretary: Glenda Copeland

- b) **Appointment of Neighborhood Board Representatives:** Sal and Beth will represent the Townhomes Board on the Neighborhood Board.
- c) **Transition for 2020 THBOD:** Beth will work with Rod and Brittany over the next month to ensure a smooth transition. The most significant transition activity is the pending State Farm Supplemental and coordination of work.

Rod adjourned the meeting at 9:40pm. The Board's next regularly scheduled meeting is December 10, 2019 at 7:00pm.

Minutes submitted by Beth Jones