

Olde Ivy Manor Board Meeting January 21, 2020

In attendance:

- Joe Winland, Debbie Henderson, John Holthaus, Shirley Sharp, Leslie Maddock for the Board
- Brittany Pinto-Williams for Silverleaf

Meeting was called to order at 4:00 PM and quorum was established.

The Board approved minutes of the previous meeting by email. The minutes were posted on the oldeivy.org website.

Financials

We are close to reconciling our financials after the transition from CMA to Silverleaf. We have \$209,534 cash on hand (as of December 31), which is consistent with previous months.

When the loan is paid off this month, we will close the Vinings Bank money market account and move the money to our current bank, Pacific Premier. Brittany will check with Pacific Premier and other banks for a possible better rate of return.

Our year-end numbers show a loss of approximately \$22,000 for various unexpected capital expenditures, which was covered by Reserve funds. No major unbudgeted expenses are currently expected for this year.

Manager's Report

Brittany reported no new unit sales.

Brittany reported that owners owe approximately \$22,000 in fines, unpaid dues or assessments. Joe will go through the list and mark out entries where the amount owed is insignificant, possibly due to accounting errors. Brittany will call or send out notices to owners in serious arrears.

The Georgia Power rebate has been partially paid. Brittany will follow up with our contact at E. Sam Jones, which filed the request for rebate, in order to get the remainder owed.

Brittany met with Dolores to review the janitorial work schedule and activities. She was impressed with the amount and quality of the work Dolores and her crew are doing. Brittany will continue to keep an eye on this work.

Trash collection issues include owners placing large items like furniture in the trash collection areas. Brittany will ask Lance to dispose of these items. The trash collection service will take anything that is in the dumpster, although Cobb County requires that all trash be bagged in plastic bags.

Coyote Sightings

Notices about the coyote sightings have been posted in Manor elevators and bulletin boards. Cobb County Animal Control indicates that nothing can be done about the coyotes unless they are actually aggressive to residents. Residents are warned to keep

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their dogs on a leash and watch them.

Fire Inspection and Fire Suppression Systems

The fire extinguisher inspection is complete, with new tags installed and no replacements required.

ALLSOUTH is scheduled for a second winter inspection of the fire suppression system to ensure that no water is left in the pipes.

Leasing Management

RMS is transitioning the three units that are in violation of the Manor leasing requirements to management by RMS. The Board agreed not to issue any additional violation notices to these owners.

Legal Issues

Collection efforts are still ongoing for two owners.

Elevator Maintenance

Joe indicated that Cobb County says that they do not have the resources to keep up with elevator inspections, which is why the inspection certificates are all out of date.

Brittany has contacted Thyssen-Krupp and can see into their portal for records of all maintenance work they have done for us over the past years. She has contacted the account manager for The Manor and will try to get their preventive maintenance schedule to understand when work has been preventive and when it was for a reported elevator failure.

Joe noted that Mike Wiggins did a major elevator tune-up last year and reported them to be in good shape.

Individual Building Work

John reported that the roofers are scheduled to start January 22. All leak areas are marked with spray paint. John will keep an eye on the work.

John will fix the roof issue for the owner of a unit in 4950 where damage was done by someone in the roof area.

Brittany reported that the brick work repair was completed. The contractor said that rain had gotten behind the bricks. John will keep an eye on the brick area.

Catwalks in the roof areas would be helpful but very expensive. This issue was tabled as not an immediate priority.

Regarding damage to units that was caused by leaks from other units or the roofs, Joe noted that the covenants exclude reimbursements for repairs needed to remediate such damage. They are the owner's responsibility (and generally covered by the homeowner's insurance).

Gibbs cleared out the exterior drains in the 4855 area, and the interior garage drains in

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4850 were cleaned.

Lance will finish replacing the ballasts and light bulbs in the common areas. In some cases, it may be simpler to bypass a difficult-to-remove ballast and use LED bulbs.

Three sets of fire doors in Building 4850 are not closing properly and need to be repaired.

John will continue to work on adding building numbers or moving number plates as needed.

Cobb County 911 Service

John went to the office of the Cobb County emergency dispatch service and gave them the correct building numbers for each Manor building. The service had been operating from the original numbered list given by Weiland Construction before postal addresses had been assigned. Now, emergency services has the appropriate building numbers.

Upcoming Capital Projects

The following capital projects are scheduled for this year:

- Exterior refresh: 4850, 4905
- Interior refresh: 4950

Brittany will look into getting a scope of work for these projects from Huie Services. The work is very similar to previous refresh projects overseen by Huie, with the exception of the unique lobby at 4950. Although Brittany has listings of other project managers, Huie has been very good to work with on these projects.

We would like to send out RFPs for this work in early April.

The next meeting is Tuesday, February 25 at 7:00 PM.