

Olde Ivy Manor Board Meeting April 28, 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 4:30 PM via conference call and a quorum was established.

The minutes of the previous meeting were approved by email, and posted on oldeivy.org.

Financials

Joe reported an exceptionally strong month with revenue about \$20,000 ahead of plan.

Going forward, special assessments will be budgeted in the month due rather than prorating each month. This allows for more realistic understanding of monthly cash flow.

Because of all of the work to install energy-efficient bulbs, electric bills continue to be lower than planned.

Outstanding Dues

The amount of outstanding associating dues is gradually being lowered, with only three owners seriously in arrears. We have initiated lawsuits in two of these cases to recover dues, fines and legal expenses.

Brittany will shut down the fobs for owners in arrears.

Shirley will attempt to contact the daughter of one of the owners in arrears, who has had electric power to the unit turned off. The owner can be fined \$25 per day until the power is turned back on. Brittany will check with Georgia Power to see if they can bill the Association for this unit's power usage. (That money would be recovered at closing.)

Owner Fines

Brittany will follow up with the owner who is letting her cats roam the hallways. She can be fined for this. A letter was sent to the owner, who wants to meet with the Board for unspecified reasons.

Unit Sales and Leasing Management

Brittany reported that one unit closed and another one is back on the market after a sale fell through.

There are 10 leased units.

Note: The Manor declines to go through the process of becoming approved for FHA mortgages. The process is onerous, expensive and ongoing. (The Neighborhood Board made this same decision some years ago.)

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Fire Safety Issues

Brittany will schedule a meeting with ALLSOUTH regarding fire safety and inspection issues towards the end of May.

The Neighborhood Board is coordinating fire hydrant testing for all hydrants throughout the Olde Ivy neighborhood. Brittany will arrange for this to be done in July.

Individual Building Maintenance Issues

- Roof and flat roof leaks: John has completed some repairs and evaluated other leak issues. The Board agreed to use Baldpates Construction for roofing issues.
- Fire alarms: ALLSOUTH has isolated and fixed the intermittent problem with the trouble bell circuit generating false alarms, Building 4850.
- Brittany will arrange for the back gutters and downspout in the backs of 4950 and 4855 to be serviced immediately.

Larger Maintenance Projects

- Gutter/downspout repairs: Brittany will contact Georgia Drone to get a bid for flyover evaluation of the gutters on all Manor buildings. This is more economical than having all gutters and downspouts cleaned when not necessary.
- Brittany will contact Huie to get the bid process underway for the Interior Refresh of building 4950 and exterior repair and painting of buildings 4850 and 4905.
- Common area HVAC systems were all checked out and serviced. They all appear to be functioning well. We hope not to have to replace any this year.
- All outside building lights have been replaced.

Dryer Vent Cleaning for Individual Units

Brittany will draft a letter to owners advising them of the upcoming project to clean all dryer vents from the individual dryer unit to the exterior wall vent. This project is critical for fire safety. Each owner will be billed at a group rate. If an owner can prove that their unit was cleaned out within the past twelve months, they can be exempted from participating. We will ask the building reps to help coordinate this project within their buildings.

Building Reps

Potential New Representative for Building 4810 - Debbie Naylor will follow up.

Building Access Code Audit/Cleanup

The need for a building access code audit and cleanup was discussed. This project will be tabled until later in 2020.

The next meeting is Tuesday, May 26 at 4:30-6:30 PM.