

## **Olde Ivy Manor Board Meeting June 23, 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 7:00 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 that our financials are in reasonably good shape, with an improved cash position on par with our Reserve Plan for capital projects. Financials are posted at oldeivy.org.

### **Outstanding Dues**

The total amount of delinquent HOA dues through May is approximately \$22,000. Brittany and Joe have been making active efforts to follow up with delinquent owners regarding past due HOA dues and fines. Legal proceedings are ongoing in some cases.

### **Violations**

The Board dealt swiftly with a nuisance violation with positive results; the issue is resolved.

After a violation letter was sent regarding a pet, the situation seems to have resolved.

### **Unit Sales and Leasing Management**

Three units closed in May. Three units are for sale. There is one new lease.

### **Capital Refresh Projects**

Pre-bid meetings with contractors for the exterior refresh of 4850 and 4905 as well as the interior refresh of building 4950 have been scheduled for June 24. Bids are due July 8.

Note: We need a solution for repairing damage to the paint on the black aluminum railings.

The committee for the interior refresh of 4950 has met with a designer from Moda, but final decisions have not yet been made. There is an outstanding issue about possibly painting the lobby walls, which are currently paneled, making for a dark interior. Huie Services will bid separately on a proposal for this paint job. The budget for this project is approximately \$54,000.

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### Building Maintenance Issues

- Gutter work is scheduled for Wednesday.
- Building thermostats for all Manor buildings are set to the settings recommended by Georgia Power: 78 degrees in summer and 68 degrees in winter. The common areas in each Manor building (except 4950) are serviced by a single HVAC unit per building, therefore there is some temperature variance from floor to floor.
- Brittany determined that problems with new fobs issued to new owners in 4950 were affected by a software update. This problem has been corrected.
- The broken pipe in the trash room at 4950 was repaired.
- Brittany will check why there was an unscheduled hold open for the gate at 4905.
- Various water leak issues in individual units were resolved.
- Baldpates repaired a shingle issue on the 4950 roof.

### Windstream Telephone Service

Brittany is working with John B. to identify all of the existing phone lines serving common areas and determine which Olde Ivy entity is paying for each line. Once this information is available, Brittany will be able to explore cost savings.

### Dryer Vent Cleaning for Individual Units

Dryer cleaning is scheduled to start July 6. The plan is to complete all units in a Manor building each day. Brittany has been working with the building reps to contact all owners regarding this required service. She will get the final schedule out next Monday.

### Fire Safety Issues

Joe is working with the vendor to determine the cause of ongoing false fire alarms in 4850.

Allsouth has not yet submitted a proposal for fire safety system maintenance. Brittany is following up.

The next meeting is **Tuesday, July 28 at 4:30-6:30 PM.**