

## **Olde Ivy Manor Board Meeting September 22, 2020**

In attendance:

- Joe Winland, Shirley Sharp, Debbie Henderson, 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 that our cash position continues to be good. Year-to-date and month-to-date numbers continue to be good. The capital expense bills are starting to come in; all will be covered with cash on hand.

### **Proposed Budget for 2021**

Joe reviewed the proposed budget for 2021 and the Board approved it. Highlights include:

- No planned increase in HOA dues.
- Insurance expense reduction by approximately \$12,000 annually with new plan.
- Expectation that we will recover legal fees when owners close on their units.
- Management contract increase. Brittany will provide updated options—to include two- and three-year proposals—this week.
- Minimal roof repairs, as all building roofs except 4950 are under warranty.
- Building repair and maintenance expenses expected to stay much the same, except for planned pressure washing of all brick.
- Telephone costs decrease after installation of new WiFi boxes.
- Electricity, gas costs and waste removal costs expected to rise slightly.
- Capital expense to include exterior painting and repair of 4950 and 4955, and replacement of two building HVAC units.
- Approximately \$80,000 for Reserve Accounts after deductions for capital projects. Our aim is to deposit close to \$500,000 in Reserve funds over the next three years.

### **Annual Meetings**

Silverleaf will contract with a third-party service to host the four annual meetings in November. Silverleaf will provide owners with an information package in advance along with instructions for access, agenda, voting proxies and budget. The Manor meeting will be held Wednesday, November 11.

### **Manager's Report**

Brittany reported that she has the closing paperwork for one unit. Five other units are listed for sale.

## **Olde Ivy Manor Board Meeting September 22, 2020**

Brittany has contacted both the owner and the renter with the dog violation, making clear that the renter cannot renew the lease if he retains his dog. It is now likely that the renter has moved out.

Brittany reported that the project to clear our database of obsolete fob numbers and ID codes is almost complete.

Brittany is working with several plumbing contractors to get a clearer understanding of their rates.

### **Legal**

The Manor HOA received a payment of \$16,500 for back dues and prepayment on some future dues.

Another unit is in hold status, waiting for probate to clear.

Brittany will follow up with several other delinquent owners. The courts are slowly beginning to open up again.

### **Fire System Maintenance**

- Cintas is awaiting parts to repair the fire hydrant identified as in violation by the Cobb County Fire Marshall. Brittany will follow up.
- Fire sprinkler head and fire alarm inspections are scheduled for September 28th and 29<sup>th</sup>. All residents have been notified.
- The fire alarm trouble signal in 4850 is hopefully fixed.
- Brittany will send a violation letter to the owner in 4810 regarding a sprinkler issue that affected neighboring units.

### **Individual Building Maintenance Issues**

- Brittany will meet with the contractor to review the extensive work required to repair the water leak in the end storage closets of 4950. This work is scheduled to begin October 9.
- Brittany is working with Ameristar Roofers to complete repairs for reported roof leaks (buildings 4950, 4955 and 4810).
- The owner of the unit in 4850 has accepted Joe's proposal to replace the carpeting.

### **Larger Maintenance Projects**

- Brittany will schedule optional fireplace cleaning/maintenance visits with the same vendor who completed the dryer vent cleaning. This work will take place around October 12 and will cost each participating unit owner \$59.00.
- Brittany will schedule gutter cleanings for early October (after the exterior painting work is done) and late December.
- Brittany will also schedule shutter repair/replacement with P3 to be done after their painting work is complete.

## Olde Ivy Manor Board Meeting September 22, 2020

### Exterior Ceiling Fans

The Board had an extensive discussion of what to do about ceiling fans that have been installed on the Ivy Ridge Drive-facing balcony of a new owner.

Board members expressed various opinions on dealing with this issue:

- Exterior fans can impair the uniform look that makes our Neighborhood attractive.
- High winds could damage exterior fans, potentially causing damage to the sprinkler heads.
- Exterior fans could add value to the unit, making the use of balconies and patios more appealing to owners.
- Governing documents prohibit architectural changes to the building exterior without approval.
- Concern about tolerating violations of the governing documents.

Joe will draft a letter requesting owners to vote on an addendum to the documents that would allow owners to install exterior fans, if they meet certain specifications for style, weather hardiness, etc. All exterior owners will be required to increase their homeowners insurance to cover any damage caused by damage to the fans.

### New Board Member

Joe will be interviewing a possible new Board member this week.

The next meeting is **Tuesday, October 27 at 4:30 PM.**