

**THE MANOR AT OLDE IVY
BOARD MEETING MINUTES
APRIL 26, 2022**

Board Present: Joe Winland, Debbie Henderson, Shirley Sharp, Alicia Eakin
Property Manager: D'Ari Butler

Minutes Approval

- March Minutes approved. D'Ari will add them to the portal.

Financials - Month Ending March, 2022

- Dues Payment Updates
 - Turn large past due over for collection - 3 accounts will go to collections for unpaid dues. This is in addition to one (1) other account that has already gone to collections.
 - Unplanned Expenses - We continue to get hit with some unplanned expenses. \$16k+ elevator panel building 4905, \$10k Rodent Control in 4810, Call Box upgrades (\$5,700) to name a few. We will be getting a refreshed reserve study to help plan for future projects.

Property Manager's Report

- Unit Sales Update - Two units are set to hit the market in 4905. Two others closed last month.
- Leasing Update - We have one more leasing request. Two units that currently have tenants are being sold.
- Elevator Inspection - Timing is still pending. D'Ari will revisit.

Manor Board Action

- Roof Condition and Repairs - awaiting quotes from Ameristar
- Ameristar Contacted For Warranty Work
- Some Wood and Metal Repair/Painting Work Needed
- Establish rules/regs - will continue to keep on the agenda but no new rules and regs necessary at this time.
- Post monthly minutes from all Association meetings on the website
- Clubhouse Use - Neighborhood board drafting memo to reserve the clubhouse for meetings/clubs for minimal fee (likely \$50).

Neighborhood Board Activity

- Social Committee - is now active
- Covenants Committee - is now active
- Decorations Committee (will be incorporated into the social committee)
- Retaining Wall - Tree cutting contract finalized. Actual start date yet to be determined
- Fence Replacement - Quotes received and work authorized.
- Sidewalk Repairs - Quotes received and work authorized

- Dog waste/leash notice
- Clubhouse use

Vendors

- Bartlett for HVAC Preventive Maintenance - everything was in good shape except for 4950. We replaced some condensate pumps there and everything seems to be working well at this point.
- Spectrum Elevator Lines porting from Windstream (**Three Spectrum Invoices Due 4/28/22**)
- Conservice - We were assigned a more responsive account manager who is making things better.
- Sundial Plumbing - We called them for leak in 4950. They gave us an estimate for half the price of our other plumber. They did a quick, beautiful job.
- Windstream - Rates going from \$149.00 per line per month to \$430 per month per line
 - Spectrum Quote \$29.00 per line per month plus one time \$99 per line activation - Cancel Windstream
 - WiFi Cost to install at \$4,000 per elevator
 - Difficulty cancelling service
 - Duplicate Payments - Investigate

Individual Building Maintenance Issues

- Building 4905: Elevator Operating Panel to be replaced (\$16,000)
- Building 4810: Rodent Control - Soffit issues were allowing rodents into the building. Most of the work has been completed
- Building 4950: Trash room leak
- Building 4950: HVAC system concern - leaking freon
- Building 4905: Roof leak - HVAC contractor spilled fluid on bladder. A hole had to be patched.

Larger Maintenance Project

- Tree Cutting Above Retaining Wall between building 4950 and 4850 (Neighborhood Project)
- Building Entrance Contact - WiFi Boards replaced.
- Roof Leaf Cleaning
- Shutter Replacement - Some shutters are broken, others are down. In early June we'll take total inventory and get a quote to fix/replace.

Meeting Adjourned at 6:10PM

Board Meetings

Next Board Meeting - **Next Board Meeting May 24, 2022 Starting at 4:30PM - Clubhouse**