

Manor Board Meeting
August 22, 2023
4:30p ET

Board President: Joe Winland, Tommy Williams, Shirley Sharp, Alicia Eakin, Debbie Henderson

Property Manager present: D'Ari Butler

July 2023 Minutes - Approved and Posted to the Access Management website.

Financials - Month Ending July, 2023 (Review)

- Dues Payments Updates
 - About \$13,982 in total arrears for month ending July, 2023, up from the previous month total of \$11,904. Two accounts in suite and two more turned over to collections
- Expenses for July 2023 exceeds Income = (\$4,201). Y-T-D thru July, 2023 revenue exceeded expenses = \$21,576.
- Actual operating cash as of August 16, 2023 is \$17,353.49 available after insurance liabilities. The reserve or money market balance for the month ending July, 2023 = \$377,252.
- Insurance deductibles owed to HOA = \$35,160. This money must be paid to the board by 9/18.

Property Manager's Report

- Unit Sales Update - Two Units Closed in July, 2023 (building 4810, unit 403 & building 4955, unit 402) - no new leases
- Building 4850 Unit Repair - All but two residents are back.

Manor Board Action

- Dryer Vent Cleaning - Contractor Updates
 - RS Andrews = \$27,783 Total (\$189.61 per unit + \$5000 for sitemap to be split amongst all owners).
 - All Air = \$38,598 Total (\$262.57 per unit. This includes sitemap for owners and HOA documentation)
 - Third Bid - Rejected
 - The board is leaning toward All Air due to their reviews and communication. D'Ari is reaching out to get a contract and work dates. Alicia will work on communication to be sent out once a contract is awarded and dates are set for work to begin.
- Inspection of Manor buildings 4805 and 4810 to determine if exterior painting / repair completed. RFP being prepared to obtain quotes for work to be done in 2024.
- Roof Inspections (drone) complete - Reports complete. Awaiting quotes from Ameristar.
- Insurance Company Proposal Updates - All major insurance companies declined to give a quote to cover The Manor. 12 secondary companies were found that

would likely give quotes but they'll be high deductible/high premium plans. The board does not have concerns that the Manor won't be covered but the premiums will have to be nailed down for 2024 budgeting purposes. After several years of proving the community is taking extra precautions to assure flooding incidents won't happen in the winter, the board will be able to go back to larger companies to try to be reinsured.

- Reserve Study Refresh - Completed but needs tuning. The board will set up a separate meeting to discuss this in more detail.
- Budget Planning - The neighborhood board will hold a budget meeting and the Manor board will hold their own once insurance quotes are in.
- Individual camera installation in common areas - no action taken at this time.
- Parking between buildings 4905 and 4955 - two spots are directly in front of the visitor entrance which can make it difficult for visitors and delivery reps to find it. A resident requested to consider blocking the one spot to make the entrance easier to spot. The board felt it wasn't necessary at this time.

Neighborhood Board Activity

- Retaining Wall (4950/4850) - Work is going well and work is scheduled to be completed by 8/25. The Neighborhood board is exploring landscaping options to help cover the plates and beautify the area. This conversation is ongoing and any work will be several months off.
- Retention Pond Cleaning for nature trail and area outside Beechaven gate. This will be reviewed at the end of the year and work completed based on budget.
- Water Meter / MTU Replacement - On going
- Conservice Water Billing - Conservice had proposals to bill via square footage. That won't work for various reasons. The board is working with them to figure out how best to make sure the meters are working properly and people are billed for the correct amount since bills are so inconsistent.
- Social Committee and Clubhouse Use - Alicia submitted rules proposal for board to review.
- Landscape Advisory Group has had a number of meetings with Gibbs. Their first focus will be on the gates and entrances. Gibbs owes some plans for approval. Much of the original shrubbery will also be pruned back.
- Property Manager Security - Review front door camera options
- Review of on going repair projects - fence painting
- Review capital reserve study
- Cobb County rezoning applications that could impact Olde Ivy - two we were concerned about. One was denied. The second (across the street) hasn't come up yet.
- Snake sightings - There have been several copperhead sightings.
- Christmas Party (12/9/2023). Annual Meetings (Condos 11/6. Townhomes 11/8. Manor 11/9 Neighborhood 11/13)

Individual Building Projects

- Patio Pressure Washing - 1st floor patios on all buildings will be power washed.

- Elevator Repairs - Elevator work at 4905 has been completed. Previously, TKE had been patching the issue rather than making the permanent fix. It is not fixed. D'Ari was able to work with their manager to assure the neighborhood isn't charged for the repeated calls and labor.
- Fire sprinkler repairs have been completed. The last of Cintas accounts will be moved to A Plus. The move offers better service at a significant cost savings to the community.
- Shutter replacement - Many shutters have fallen off buildings during recent storms. D'Ari is working to get those replaced.

Larger Maintenance Project

- Trash Room Door Repair / Alignment - On going

Board Meetings

Next Board Meeting - **Next Board Meeting September 26, 2023 Starting at 4:30PM - Clubhouse**