

THE MANOR AT OLDE IVY
BOARD MEETING MINUTES
JUNE 28, 2022 4:30p

Board present: Joe Winland, Shirley Sharp, Debbie Henderson, Jan McDavid (phone), Alicia Eakin (phone)
Property Manager: D'Ari Butler present

May Minutes Approved

Financials - Month Ending May, 2022

- Dues Payments Updates
 - Collection Update from Attorney Office. 4 homeowners are overdue. One there is a lawsuit ready to file, three demand letters sent May 3, 2022. One has contacted the attorney and is ready to pay. The attorney will follow up with payment instructions. Our attorney will file for liens and initiate suit against the remaining accounts
 - Some 12 have not yet paid the special \$200 assessment that was due June 1, 2022. D'Ari will send out past due notices to those residents.
 - About \$28,000 in total arrears.
- Capital Contributions from sale of Manor units are being checked to ensure the money is going to the Manor accounts and not the Neighborhood.
- Roof Work
 - 4950 - Replace Damaged Shingles = \$650
 - 4855 - Replace Damaged Ridge Cap -Shingles = \$495
 - Remove all shingle granules from gutters for all 7 Manor Bldgs = \$3,150
 - Building 4810 - Re-attach falling membrane and install termination bar = \$1,925
 - Building 4805 - Replace loose shingles = warranty
 - Roofs overall in good condition

Insurance Claim:

- Building 4905 Unit 406 - Refrigerator line broke causing significant damage to the unit. Unit 306 as well as the 3rd floor hallway had some damage as well.

Manor Board Action

- Claim for \$5,800 for fire sprinkler replacement (P - 3 Insurance) - in process
- Post monthly minutes and financials from all Association meetings on the website - needs to be a priority. To note, they are currently up to date on the portal.
- Insurance Shopping. We are currently looking at 3 different companies to get quotes. We are willing to renew with the old company but we want to get the best rates possible.
- Reserve Study - The Manor Board are invited to the July 7th meeting with Kelvin Garmon starting at 11:00AM.
- Begin Budgeting Process
- Move in/Move out process - We are hearing feedback from new residents that finding out information about the community upon move in can sometimes be difficult. To help residents feel more at home, the board is working on better communications. Debbie and Shirley have drafted a move-in memo that will be distributed to listing agents at open houses and passed to agents by Access Management when closing documents are requested. Alicia is also working on the Access Management welcome letter to make it more informative and robust.
- Annual Meeting Date Set - Manor November 9, 2022. The board voted in favor of an in person meeting.

Neighborhood Board Activity

- No additional retaining wall work anticipated this year
- Fence Replacement - Contract Awarded
- Sidewalk Repairs - Contract awarded
- Clubhouse use sent
- Fire Hydrant Repairs Completed
- Pool Area Repairs and Furniture Replacement
- Walking Trail Bridge to be sealed
- Community Signage - Some realtors have requested that open house signs be allowed during active open house hours. There would need to be 2/3rds vote to change current neighborhood rules.

Vendors

- Windstream - After a very large rate increase, D'Ari has finally been able to cancel or schedule the cancelation of the last Windstream accounts. The Manors will move to Spectrum.

Spectrum was not only drastically cheaper but also has significantly better customer service.

- Spectrum Elevator Lines porting from Windstream - All Seven Buildings Done
- Plumbers - Working with several vendors to get quotes.

Individual Building Projects

- Building 4950 Garage Gate Spring Broken and battery backup complete
- Building 4855 Roof Leak - Ameristar completed repair.
- Water Leak damage building 4905 - units 406 and 306
- Building 4850 - Hallway strobe lights not working. Current quote is \$2,200

Larger Maintenance Project

- Shutter Replacement - Count complete - get bids
- Trash Room Floor Cleaning - Completed
- Stairwell Heater Replacement - One new one installed - six more have arrived and will be installed at the garage gate stairwells.

Board Meetings

Next Board Meeting - **Next Board Meeting July 28, 2022 Starting at 4:30PM**