

Olde Ivy Manor Board Meeting June 22, 2021

In attendance:

- Joe Winland, Shirley Sharp, Debbie Henderson, Jan McDavid, 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 the Silverleaf portal.

Financials

Joe reported that our financials through May 2021 are slightly ahead of plan. Basically, we are within plan. Next month, we will have considerable budgeted expenses for the exterior painting project and fire safety.

In June, we paid Cintas approximately \$51,000 for maintenance/repairs/monitoring/fire box replacements. We had held back some funds until work is complete.

We had unusual costs to repair some garage gates and fire alarm units that were damaged by a lightning storm.

We transferred approximately \$29,400 to the Neighborhood as our share of the loan expense for this year.

Detailed financial reports are available at www.oldeivy.org.

Unit Sales and Leasing

- Three units closed this month. Sales have been very rapid, one in as little as three days.
- 11 lease permits were issued; 25 are available. All current leases are compliant.

Collections/Violations

Brittany reported that a few units have outstanding fees, but none are over 60 days. Generally, we are in very good shape.

Exterior Refresh Project

The project is nearly done. All painting is done; inspections by Huie are ongoing. Residents will have the opportunity to identify any problem areas.

Interior Refresh Project

Artwork for 4950 is expected to arrive soon.

Fire Safety

We still have concerns about Cintas service, and will be exploring other options. They lost several key people this year and have been slow to respond to our needs. Joe would like to involve as many Board members as possible in these discussions.

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Repairs to 4950 for the pressure valve on the standpipe in the stairwell were completed.

Building 4850 is not yet green-tagged. Brittany has been trying to find out what the problem is.

Since the inspection/repair/validation process will start over again after October 1, we will work with Cintas to develop a more streamlined, less confusing process. Brittany will also investigate whether we actually need to start the green tag certification process over again October 1.

Brittany will send out bills to owners for whom sprinkler repairs have been done.

Maintenance Calendar

Joe and Brittany have developed a calendar of all regular maintenance required over time for the Manor buildings. The full calendar lists dates and vendors for each project.

Roof and HVAC Issues

Lance will inspect the flat roofs every month for damage and debris.

We are contracting with a roofer to inspect the outer roofs annually.

So far, all of the common area HVAC units are working properly.

A date has been set (July 15) for cleaning of all unit condensate lines that drain into the garage pipes. Brittany will notify the residents.

Maintenance Issue

The newly installed lock on Building 4950 does not work.

The elevator at 4855 was out of service for about 12 hours. The emergency service did not come. We belatedly learned that they have changed their dispatch center. Joe noted that an elevator problem may occur when a circuit breaker is tripped. The breaker can be reset fairly easily.

Maintenance for the gate controller batteries is set for next week.

Building Reps

We have a new rep for building 4950.

A meeting for all building reps is scheduled for this week in the Clubhouse.

Violation Issues

The fine for the roaming cat has been paid. The dog issue was investigated and discarded.

Budget Process

Joe noted that the budget process must start fairly soon. This is a significant process for understanding our maintenance/repair priorities.

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Board Composition

Joe noted that the terms of three Board members will end this fall. He asked them to let him know if they will be willing to continue.

The next meeting is AT THE CLUBHOUSE on **Tuesday, July 27 at 4:30 PM.**