**Olde Ivy at Vinings**

**Neighborhood HOA Board Meeting Minutes**

**Tuesday, October 17, 2023**

**PRESENT:** Tommy Williams (President), Beth Jones (Vice President), Susan Thayer (Secretary), Joe Winland (Treasurer), D’Ari Butler (Property Manager)

**OLD BUSINESS**

* **Minutes -** The August 2023 minutes were approved by Board email vote and were posted to the Access Management Group (AMG) and to the [oldeivy.org](http://oldeivy.org) site.
* **Updates on Previous Board Actions/Decisions**
* **Standing Committee Discussion**
* **Social Work Group** – The guidelines for the Social Work Group were approved by the board through email. The Social Work Group prepared a suggested list of first quarter community activities, which Tommy presented. Joe motioned, and Beth seconded, that the activities be approved, and the motion passed unanimously. There was a discussion about refreshments being provided at the annual HOA meetings with the outcome being that refreshments will be a local board decision and local board expense.
* **Landscape Advisory Work Group/Landscape Projects –** No update at this time.

* **Manager’s Update**

* **Retaining Wall Project $138,000 (between Manor buildings 4950 and 4850)** – The Board approved spending $10,000 of year-end funds for landscaping in front of and on top of the retaining wall. Tommy is working with Gibbs landscape architect, Nathan Howel, on plans for this area.
* **Update on MTU Replacements –** Beth and D’Ari are planning for installation dates in November. Beth thought of one person to approach concerning taking on this responsibility for next year. She will report back to the board with his response.
* **Update on Manor Building 4850 and Condo Unit Repairs –** 4850 repairs have not been completed. Units 202 and 401, along with the common areas, will start in late November or early December. The Condos should be finished within the next month.
* **Repairs and Quotes**

1. **Fence Repairs and Painting –** Postponed, again.
2. **Trimming of Shrubbery for Townhome’s Painting Project –** The painters are starting on the last two Townhome buildings, but two Courtyard Home buildings are also included in phase I of the painting project and may not be completed before the beginning of the holiday season. The landscape trimming is going ok, but Beth is having to talk with Kevin frequently about some of the fine-tuning, such as around down spouts, etc.
3. **Acquisition of Camera System for Club House Security –** The board approved the purchase and installation of a ring doorbell system. D’Ari is to purchase the camera equipment and have it installed as soon as possible.
4. **Request for Artificial Turf at 2300 English Ivy Court** – It was determined that much of the problem is due to poor drainage. The board approved the installation of a drain between 2300 and 2303, at a cost of $4,000. Tommy is meeting with both homeowners in the near future to discuss the installation of the drain.
5. **Pool Deck Repaving/Pool Closing October 2** – We are still waiting on a quote for repaving.

* **Other Business –**
* CY2024 NH Budget – The 2024 projected Total Income is $913,603, and Total Expenses, including Capital Expenses, are $784,089. We will add $129,514 to our Reserve Fund, giving us a balanced budget for 2024. In order to reach our Total Income figure for 2024, however, NH HOA fees must be increased by $5.00 per month, for a total of $175.
* The Townhomes HOA Association was reimbursed $7,300 for a portion of the costs incurred in FY 2021 for painted red curbs.
* Meters - A meter fee increase of $1.00 per month was approved by the board at the September meeting. The increase will start in January 2024. D’Ari will notify the community of the increase on November 1, 2023.
* Severe Pruning – Gibbs has suggested starting severe pruning of mature, overgrown shrubs throughout the complex, beginning in December and finishing in February/March 2024. Tommy requested that sub-association representatives walk the property with Gibbs’ representatives to identify the shrubs to be pruned. Susan questioned conducting severe pruning during winter months, because of the potential damage to plants. Tommy will discuss this with Gibbs.
* End-of-Year Funds Approved Projects - The board approved the following projects for the approximately $52,000 end-of-year funds.

1. Problem Tree removal (exact list of projects in September minutes) (approximately $8,000)
2. Landscaping

* Cul-de-sac at end of Ivy Ridge Drive in Manors ($4,000)
* On top and in front of retaining wall in Manors ($10,000)
* Retention Structure Cleaning on Nature Trail ($1,265)

The remaining, approximately $29,000, will be added to the reserve accounts.

* **NEW BUSINESS-**
* **Financials, Month Ending September 2023 –** Operating income exceeded budget by $21,086 and the category of General and Administration was under budget by $4,000. Recreation Area Maintenance was slightly over budget for the month but in year-to-date is over budget by $15,750. Maintenance was slightly under for the month, but year-to-date is over by $26,740. Utilities, once again this month, exceeded budget. This month’s excess for Utilities was $10,000, and year-to-date, we are over budget by approximately $42,000 in this account. Water/Sewage accounts for approximately $35,000 of this overage.
* **RFP For Landscaping Services** – Tommy has been working on this extensive project, and Beth offered to assist.
* **Manager’s Update**

1. **Renewal of NH Board Insurance** – There will be an approximately 10% increase in the premium to $14,345. After discussion, the policy renewal was approved unanimously.
2. **Christmas Decorations for Clubhouse and Gates –** Beth and her committee will decorate the weekend before Thanksgiving, requiring that the clubhouse be unavailable to residents that weekend. The wreaths will be hung on the gates Sunday, 11/19.
3. **Seasonal Flower Planting** – Gibbs will remove the Summer flowers soon and install the Fall/Winter blooming plants.
4. **D’Ari’s Schedule –** D’Ari will be out of the office 11/16 – 11/21 to complete some of his degree requirements. The board wished him well in this pursuit.

**Meeting Adjourned 8:04**

**Neighborhood Annual HOA Meeting**

Monday, November 13, 2023, at 7:00

**Next Board Meeting (if needed)**

Tuesday, November 21, 2023, at 7:00