**Olde Ivy Townhomes Association**

General Session Board Meeting Minutes

Tuesday April 9, 2024

**Attendees**:

**Board of Directors**: Sydnee Jack, Beth Jones, Jim Lyon (via phone)

**Access Property Management**: D’Ari Butler (Property Manager)

**Resident:** Jerry Maziar, 2283 Ivy Crest Lane

The meeting was called to order by Sydnee at 5:10pm and a quorum was established. Note: The meeting was convened early since Board members and D’Ari Butler had an earlier paint project meeting and were able to meet early.

The March minutes were approved via email and have been posted.

Financials: The corrected February financial report has not been received. D’Ari will follow-up with Access Accounting and email to Beth. The March financials were not available for this meeting. Beth will send them out via email for Board approval.

2024 Paint Project Update: In response to the Request for Proposals (RFP) for project management services, the Board received 3 bids. Beth prepared a summary of the bids and recommended G&M Engineering based on cost, scope and prior Olde Ivy experience. The Board approved via email on April 3, 2024. A kickoff meeting with Kelvin Garmon, G&M, was held prior to the Board meeting. The survey of homes in the project will be conducted between Friday, 4/12 and Friday, 4/19 to identify repairs to include in the project’s RFP. Kelvin plans to have the RFP for the paint contractor completed by May 1st. Contractors’ bids will be due by May 15th. Josh Jones will be the G&M Project Manager. Kelvin expects that repair and painting will begin in June and last 3 -4 months. Beth will prepare a notice to all Townhomes HOA residents regarding the paint project kickoff and scope change that was approved at an ad hoc Board meeting on March 6, 2024. Beth will also prepare a notice to the residents in the 2024 paint project regarding G&M’s inspections.

Landscape Walk: On April 3rd, Beth and Jim walked the courtyard homes included in the 2024 paint project with Kevin Colclasure, Gibbs manager, to identify pruning required to give painters access to downspouts, windows, railings, etc. There is quite a bit of pruning needed but Kevin committed to having it completed prior to our June start date.

Water Leak Update: Beth and Jim gave an update on the Neighborhood Board’s efforts to identify and repair water leaks on English Ivy Court. The repair of a significant single service line leak was completed at 2319, at the Muschamps’ expense. Pipe Medics thinks there is still another leak and will work to identify it. Cutoff valves for the Manors and English Ivy Court were discovered in front of 2300 EIC and marked for future use.

Property Manager’s Report:

The March RMS Report was emailed to the Board. No changes since last month.

Work Order Update by D’Ari:

1. 4604, Drapers, water intrusion: Even after Ameristar made the modifications identified by G&M Engineering, the Drapers reported water intrusion. D’Ari had Ameristar return and they now say the issue is the balcony door and sills. D’Ari will let the Drapers know that these are homeowner responsibility to replace.
2. 2306 EIC, deck repairs: D’Ari has received 3 bids for this work that were reviewed. Two are for the same scope but the third bid includes replacement of 26 deck boards. It doesn’t specify if the staining of the new materials is included. D’Ari will contact them to clarify before the Board’s approval.
3. 4611 IGC deck repairs: Blueprint was awarded this contract. Since it is impacting the closing of the home sale, we asked for the work to be expedited. The steel pole replacement will be completed by Friday, 4/12. The brick veneer work will be completed by Friday, 4/19.

Sydnee asked if there were additional topics to discuss. Hearing none, she adjourned the meeting at 5:30.