

*Olde Ivy at Vinings Townhomes Association
September Monthly Board Meeting Agenda
September 14th, 2021, 7:00 – 9:00PM*

Olde Ivy Townhome Board Virtual Meeting

Meeting Facilitator: Rod Johnson

*Attendees: Board Members: Ken D’Anastasio, Susan Davis, Jerry Maziar, Silverleaf Property Manager:
Melissa Chupp*

Call to Order / Establishment of Quorum –

Business/Financial Review

1. Townhomes Financial Review Rod / Melissa
 - Income/Expenditures – variances to budget
 - Operating expenses: legal fees, forensic audit, special assessment going to Neighborhood Board
 - Continued processing Old / Past Due invoices
 - Lisa (Silverleaf) has been asked to provide the Board with a process map of vendor invoice billing and vendor payment

2. Property Management Reports Melissa
 - RMS Leasing Report – 30 allowed rental permits, 4 issued, 26 available. All compliant
 - Town Home Open Workorder Report – a much reduced list – we are very encouraged with the progress being made in this category. Melissa will begin a search for other qualified service providers that could handle workorder requests.
 - Wobbly townhome deck – completed except for staining
 1. Any *unsafe* deck boards will be replaced – no replacements for cosmetic purposes only. Deck is scheduled for replacement in 5-6 years.
 - Handrail / flashing issue on Ivy Ridge – pending completion
 - Melissa will educate service providers on the protocol for discussions with homeowners regarding their projects and making unauthorized promises

 - Townhome Violation Report – 5 for last month, 4 resolved

1. Broken Mailbox – unresolved (fines have begun)
 - a. **Melissa was advised on 9/15/21 that mailbox was compliant**
 2. Parking violations reported by resident
 - a. Letters have been sent to residents in violation to resolve issues within 10 days of receipt of letter.
 3. **Parking Rule Enforcement Responsibility is the responsibility of:**
Board Members, Residents, and Silverleaf Management Company to enforce the Old Ivy Townhome Parking Rules!
We are all responsible.
 - a. Parking violations continue to occur – many of the issues are regarding the improper use of parking in guest spots and in driveways when garages should be used.
- Review of ARC requests - 1 ARC request received in September to date and was discussed at September meeting

Request for screened patio:

1. Board will request specific materials list to ensure quality
2. Discussion as to whether drainage issues will apply
3. 2 Existing units with screened porches will be used as architectural standard
4. No corrugated metal roofing will be allowed
5. Discussion of maintenance and screen replacement responsibilities – TBD
6. More detailed drawings / plans will be requested from homeowner

Old Business

3. Traffic Survey Implementation and information update: Ken/Rod
 - Red curbs have been removed from cul-de-sac behind Ivy Crest Lane Townhomes
 - Curb painting and parking sign installation has been moved to 9/23 due to rain

4. Special Assessment

Melissa

- Collection status – Two past due assessments remaining, a 10% penalty can be assessed (\$20)

New Business

5. Olde Ivy Dot Org information update – Prior years minutes and financials will be reinstated into Olde Ivey.org website for the townhome, all other sub-associations as well as the Neighborhood Board

- Restore minutes and financials for all sub associations.
- Provide a flash drive with the data.
- Directory to be updated

6. Townhome Water Leaks – Updates

Rod

- Ivy Gate Circle – water leak fixed; Homeowner has signed agreement with Gibbs. Just need requested paid receipt from plumber so we can request relief from Cobb Co. Water.
- Ivy Crest Lane – water leak fixed, landscaping and sidewalk repair remain (in progress) Homeowner has signed agreement with Gibbs. Just need requested paid receipt from plumber so we can request relief from Cobb Co. Water.

7. Howard’s Wrecking Service New Agreement & Required Signage.

Rod

- The THB has been asked to open a new account with Howard’s because our Management Company has changed. (In progress)
- There is now a requirement that we post a Howard’s Wrecking service information sign at each entrance and exit to the community. We should only be charged for (1) sign at max, Neighborhood expense.
- Howard’s is legally unable to collect our \$500 parking fine assessment for us

8. 2022 Budget Planning Process - Calendar

Board/Melissa

Meeting scheduled to discuss 2022 Townhome budget on 9/22 at 9:30 am

9. Executive Session (closed session)

Adjournment

Board