

MANOR AT OLDE IVY CONDOMINIUM ASSOCIATION, INC.
MINUTES OF BOARD MEETING – OCTOBER 11, 2011
7:00 PM, OLDE IVY CLUB HOUSE

Present: Bill Handley, Pat Lacey, Carol Palmer, and Lynne Schultz

Minutes: Minutes of the previous meeting will be reviewed at the next meeting.

Financial

1. **Monthly Financial Report:** The monthly financial report was reviewed.
2. **Delinquent Accounts:** The status of delinquent accounts was reviewed.

Old Business

1. **Building Access Codes Report:** The building codes were analyzed and old owner codes were removed. This left nine to research. After two weeks of usage, the codes will be compared to the current list to see if any random codes were used.
2. **Annual Meeting:** The Board decided to ask the Building Reps for recommendations for the new Board. Three Board members will be elected. Rosemary was asked to invite Dennis Hoffman, President of CMA. The budget was sent to the Board to review.
3. **Cleaning Dryer Vents:** Rosemary will draft a letter to the owners describing the service and the benefits, including a reduced risk of fire and increase the efficiency of the dryer. It will cost each owner \$20.
4. **Garage Access Repairs:** The estimate was reviewed and there were questions on some of the items. Rosemary will follow up with the vendor.
5. **Leases:** At this time, there are 36 units either leased or with a request to lease. The cap is 37 units. The Board discussed options about how to handle those leases that do not go through the Manor lease request process.
6. **Painting 4955 and caulking all buildings:** The Board reviewed and approved the current estimate which does not include an estimate for scaffolding. Once that estimate is provided, the Board will review for final approval.
7. **4805 Brick Repair:** The brick work is done. Pat will inspect.
8. **Wieland:** A lawsuit was filed.

New Business

1. **4855-202 Leak:** Repairman is scheduled to meet with the owner on Thursday.
2. **Storage issues:** The Building Reps will send a list of the parking spaces that have items stored there. Bicycles are allowed to be stored in the parking spaces.
3. **Master Insurance Policy:** The Board decided to have our insurance rep to obtain quotes and to extend our policy from December 12, 2011 to January 31, 2012 to standardize the renewal date.
4. **FLSA Contract:** The Board approved the proposal and is waiting for the formal contract.
5. **Building Rep Functions:** The main functions of the Building Reps are to welcome new residents, answer questions, and assist CMA on complaint issues. When a new person moves in, CMA sends out a welcome letter.

Next Meetings: The Manor Annual General Meeting is on November 8, 2011. The next Manor Board meeting is scheduled for November 15, 2011.