

Minutes  
 Manor at Olde Ivy Board Meeting  
 May 19, 2015

**Present:** Joe Winland, Frank Watkins, Teresa Waters, Kathy McArthur, Leslie Maddock

Number	Topic
1.	<b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>• The Board approved the minutes of the last meeting.</li> </ul>
2.	<b>Work on Dry Pipe System</b> <ul style="list-style-type: none"> <li>• Amber Fire is making slow progress.</li> <li>• Our attorney will send a letter to Amber Fire advising them of potential daily fines because the project is incomplete after 120 days.</li> <li>• Amy is checking with Ed Knopick regarding the Baly Insulation offer to put in insulation batts.</li> </ul>
3.	<b>Water Leak Issues</b> <ul style="list-style-type: none"> <li>• Amy is getting quotes on work to fix leaks.</li> </ul>
4.	<b>Water Regulator Valves</b> <ul style="list-style-type: none"> <li>• Amy is expecting quotes for regular inspections of the water pressure regulator valve in each Manor building.</li> </ul>
5.	<b>Delinquent Accounts</b> <ul style="list-style-type: none"> <li>• The Board reviewed delinquent accounts and agreed to have the attorney send out letters to those in arrears.</li> </ul>
6.	<b>Building Refresh Work</b> <ul style="list-style-type: none"> <li>• The Board agreed to start the process for refreshing the interior of 4810 and exterior of 4805.</li> <li>• We will consult the decorating firm and develop RFPs so we can evaluate our options.</li> <li>• We will use Huie Services to manage these projects.</li> </ul>
7.	<b>Financial</b> <ul style="list-style-type: none"> <li>• The Board reviewed the financials provided by Amy Brumelow of CMA.</li> </ul>
8.	<b>Leasing</b> <ul style="list-style-type: none"> <li>• Two leasing permits are available.</li> </ul>

Number	Action Items		
	Item	Owner	Due Date
1.	Baly Insulation will install installation batts in the attics. Ed Knopick agreed that this is a good idea.	Amy	
2.	Need a revised generic letter to use in response to bedroom flooring	Leslie provided a draft for	

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	variance requests (as opposed to sending the standard architectural review letter). This letter will eliminate the requirement for getting neighbor approval.	response. Still need a clearer way to manage the request process (since it will be turned down.)	
3.	Amy will contact our attorneys regarding the status of owners with issues such as foreclosure/unpaid dues/assessments/fines and unpaid Parker Young deductibles.	Amy	Ongoing
4.	Amy will contact Ed Knopick (consulting fire suppression engineer) requesting the document that explains why it was not feasible to implement his original recommendation to use an anti-freeze solution, and providing the specifications for the current dry pipe solution.		Still need this letter when work is complete.
5.	As soon as we have the Ed Knopick document, Joe will contact Clay Davis, our insurance broker, regarding getting the Manor back on a standard insurance basis.	Joe	
6.	Leslie will revise content on website and Resident Information booklet regarding requirement for carpeting in Manor bedrooms. She will note that there are three exceptions to this rule: <ul style="list-style-type: none"> <li>• If the bedroom is on the ground floor.</li> <li>• If the bedroom is part of a two-floor unit.</li> <li>• If the room is not technically a bedroom (no closet).</li> <li>• If the original owners contracted directly with Weiland to put in hardwood floors.</li> </ul>	Leslie	Pending
7.	Amy will investigate prices for wildlife cameras to record owners who do not pick up after their dogs.		
8.	Amy will get a quote for an annual	Amy	Done

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	maintenance check of the exterior building water pressure valves. These are subject to failure in 6-9 years.		
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<b>Number</b>	<b>Completed Items</b>		
	<b>Item</b>	<b>Owner</b>	<b>Resolution</b>
1.	Provide each building with a container of non-toxic snow melter and a snow shovel.	Amy	Deferred until next winter when we will purchase the supplies from Home Depot.

Next meeting: Tuesday, June 16, 2015 at 6:30 in the Clubhouse