

Minutes
Manor at Olde Ivy Board Meeting
December 14, 2016@ 4:30pm

In Attendance: Joe Winland, Karen Gantt, Teresa Waters, Frank Watkins, Michael Wiggins and Dotty Bonds

Number	Topic
	<p data-bbox="378 590 662 625">Approval of Minutes</p> <ul data-bbox="427 638 1133 674" style="list-style-type: none"><li data-bbox="427 638 1133 674">• The Board approved the minutes of the last meeting
	<p data-bbox="378 768 683 804">New Sprinkler System</p> <ul data-bbox="427 816 1414 1709" style="list-style-type: none"><li data-bbox="427 816 1414 932">• Dotty met with Fire Marshall and Amber for inspection of work completed by Amber on Wednesday 12/14/16. Outstanding items to be completed by end of December.<li data-bbox="427 995 1390 1068">• Amber settlement to be finalized after Jensen Hughes review of Amber work to be completed.<li data-bbox="427 1136 1414 1251">• Ceiling repairs/painting continues to be done by Grey Contracting. Two remaining units ceiling repair to be completed in building 4905- Units 401 and 406.<li data-bbox="427 1318 1409 1392">• FSLA to complete inspection of all units in the Manor to check sprinkler heads before the end of January 2017.<li data-bbox="427 1459 1385 1533">• FSLA proposal for the Manor fire suppression system maintenance and inspections was reviewed and approved by the board.<li data-bbox="427 1600 1395 1709">• Board discussed the request to consider making FHA financing available for the Manor. The board voted not to approved FHA financing for the Manor.

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Report from Dotty

- Financials and 2017 budget reviewed with CMA and board. Board approved the 2017 Budget for the Manor.
- Board discussed the request to consider making FHA financing available for the Manor. The board voted not to approved FHA financing for the Manor.
- Dotty to conduct audit for funds owed to HUIE for services provided for the interior renovation of 4810 and the exterior painting of 4805 complete. Funds to Blueprint and HUIE accounted for and balance owed to be sent out.
- Property Manager inquired if vendor for garbage pickup can replace garbage bins with bins that have been pressure washed. They responded the bins were custom made for our buildings and are not replaceable but did recommend deodorizer. Property Manager to follow up.
- Capital Projects for 2017 discussed for the exterior painting for 4810 and the interior refurbish of 4855. Board to further discuss the start of the projects and the extent of work to be done.
- Power washing of the patio units will take place in the Spring.
- ELECTION OF BOARD OFFICERS: Joe Winland, President, Michael Wiggins, Vice President, Frank Watkins, Treasurer, Karen Gantt, Secretary and Teresa, Member at Large.
- Garage gate repair 4810 completed.
- 4950 A/C duct work to be completed by Hill Mechanical.
- Mike Wiggins to contact Debbie Naylor Building Representative Coordinator to create guidelines and responsibilities for the building representatives in the Manor. Key lockbox combinations to be changed.
- Dotty to coordinate with Lance to identify the list of places that should have keys for each building in the Manor and get an itemized tag system in place in each building before the next board meeting.
- Dotty to get information from our cleaning service regarding shampooing of common area hallways & addressing frayed carpet areas.
- FLSA inspection of all units to occur on a Saturday & Sunday in January. Board has authorized locksmith to be present during inspection. Combination locks are to be addressed prior to the inspection to secure entry.
- Email blast to be sent to residents to comply with FLSA inspection.

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	<p>Leasing</p> <ul style="list-style-type: none">• 32 Permits issued/6 Available.
	<p>Legal</p> <ul style="list-style-type: none">• Attorney received response from 4905 unit 402 . Joe Winland was notified by our attorney that they have received the signed settlement agreement from both owners and corresponding settlement check. The owners are current with the monthly settlement amount due.
	<p>Closings none reported for November</p>

The next Board meeting will be held Wednesday January 25, 2017 @ 10:00am