

Olde Ivy Manor Board Meeting December 17, 2020

The Board elected the following slate of officers, all but Debbie Henderson were in attendance:

- Joe Winland, President
- Shirley Sharp, Vice President
- Debbie Henderson, Treasurer
- Leslie Maddock, Secretary
- Jan McDavid, Member at Large

Brittany Pinto-Williams was present for Silverleaf.

Meeting was called to order at 4:30 PM via conference call and a quorum was established.

The minutes of the previous meeting were approved by email, and posted on oldeivy.org.

Financials

Our financials (covered in detail in a separate document posted on the website) are in good shape. Costs have been well-controlled, and our cash position shows a significant increase over the end of last year. Some planned expenses are still expected.

We advanced \$25,000 towards our insurance deductible in order for Parker Young to start remediation work for sprinkler system damage in three units. Payments from the affected owners will cover this amount. Parker Young will complete this work soon so the owners will be able to return to their units.

We had a one-time phone system expense of approximately \$11,000 to cover the costs of converting all Manor buildings to the new wireless system. After this, our phone costs will drop substantially.

Manager's Report

Brittany reported that we completed the following major projects this year:

- Clean-up of the gate/door remotes and codes to assure that all remotes and IDs are properly assigned to current owners/renters
- Dryer vent cleaning
- Fireplace cleaning and maintenance
- Gutter clean-up and repair
- Transition to Cintas for more comprehensive fire suppression system maintenance
- Foundation repair for 4950

Unit Sales and Leasing

Three units have sold.

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12 units are leased.

All leased units are managed by RMS and have the appropriate paperwork/approvals, including a unit that formerly had an illegal lease.

Legal

Brittany is keeping up with all units that are in arrears. Two owners have paid their arrears in full, another with a long-term violation is partially paid up. Several demand letters have been sent out. Brittany noted that the courts are backed up because of COVID 19.

Neighborhood Issues

Joe informed the Board about two major Neighborhood projects:

- Repair of the retaining wall, parking lot, curbs and fencing near the pool. This critical work is needed because hydrostatic pressure is deforming the wall and could cause it to collapse. This work will start sometime early in the next year.
- Repair of the brick pavers in front of the Beech Haven gate. This repair has been paid for by the mini-warehouse contractor whose trucks caused the damage. This work will start soon.

Ceiling Fan Vote

The Board agreed to pass the resolution to permit approved ceiling fans, which passed 85 to 22 in favor, even though the result did not include two-thirds of the owners.

The Board and Silverleaf Management will communicate to the Manor community acceptable balcony ceiling fan specifications including some model choices, as well as installation and other requirements.

Brittany will draft a formal statement of the requirements, including submitting an ARC request to the Board for approval.

Sprinkler Head Cleaning/Repair Project

Three balcony fire sprinkler heads need to be replaced. This will require replacement of interior sheet rock, and then painting.

The one remaining issue is a problem with some corroded sprinkler units on balconies. We need to do some research to understand the cause of this problem and how to remedy it.

Joe and Brittany met with Cintas to discuss their performance. We have been pleased with the work, but have had concerns about scheduling and communication. Cintas has agreed to address these issues.

Fire Safety

The fire hydrant in violation has been repaired and cleared by the Fire Marshall. When the final sprinkler units are installed, we will be green-tagged to be in compliance with

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Cobb county Fire Marshall requirements.

Building Repair/Maintenance

- The entrance lighting for 4950 has been repaired.
- We are trying to recover the \$1,100 cost for repairs to the stair railing, which was damaged by a delivery truck.
- We replaced two HVAC blower motors for (\$1800 each); also replaced an HVAC fan for \$600.
- The leak in the 4950 trash room was repaired and drain lines in the garage were repositioned.
- New artwork has been installed in 4950.

We still need to repair areas around the fire alarm boxes, replace broken shutters and repair ceilings where patio sprinkler heads were replaced.

Gas Company

We renewed our contract with Infinite Energy at a lower rate per therm.

Pest Control

- We have had a significant issue with ants in several buildings. Brittany is working with ExPest on this.
- Termites have been discovered within several feet of one building. Brittany is following up with this.
- Building 4959 has had problems with rats and flying squirrels in the flat roof area. ExPest has inspected, discovered entrance holes and set out bait traps. Once they are sure all animals in the area are dead or gone, they will patch the holes.
- Brittany will check with Gibbs to make sure that no trees are close enough to the buildings to provide an entranceway for animals. This was a problem for the Condos a while back.

Dogs

Brittany is composing a memo to the community reminding dog owners of their responsibility to control and clean up after their pets.

The next meeting is **Tuesday, January 26 at 4:30 PM.**