

**THE MANOR AT OLDE IVY
BOARD MEETING MINUTES**

MAY 24, 2022 4:30p

Board present: Joe Winland, Shirley Sharp, Jan McDavid, Debbie Henderson, Alicia Eakin
Property Manager: D'Ari Butler present

April Minutes Approved

- Minutes for March/April will be posted to the portal shortly by Access Management

Financials - Month Ending April, 2022

- Many payments were caught up in May (janitorial, etc) but there are still some areas, like operations, that need to be reconciled. Many payments were behind due to transition.
- Unplanned Expense - Due to unplanned expenses, we are falling short on where we would like to be in terms of sending money to the reserves.
 - 4905 Elevator Cab Panel = \$16,000 (Paid but awaiting panel install)
 - Building 4810 - Attic Pest and Soffit = \$11,500
 - Sprinkler Hole Patching = \$11,500
 - Door Entrance WiFi Boards = \$7,200
 - Combination Locks = \$2,400
 - Building 4950 Lighting = \$2,300
 - Roof Repair buildings 4850 & 4905 = \$1,600
 - YTD Total = \$52,500
- Dues Payments Updates - We are close to \$20,000 in unpaid dues. 4 accounts make up the bulk of that. Those have been turned over for collection.
 - Collection Update from Attorney Office (for one a lawsuit ready to file, three demand letters sent May 3, 2022 [await 45 days before lawsuits can be filed]. If payments are still not made after that process, it goes into foreclosure. To date, a unit has never gone into foreclosure.
 - D'Ari exploring shutting off community access for those in collection.

Property Manager's Report

- Unit Sales Update - 2 new homeowners.
- Leasing Update - 1 new leasing permit has been applied for for 4955.
- D'Ari will work on having move in and neighborhood info included in the closing letter for new homeowners to help ease the move in process.

Manor Board Action

- Roof Condition and Repairs - Report Submitted
 - Ameristar Contacted for warranty work and additional repairs
 - Some wood and metal repair/painting work needed
 - Still waiting for quotes from Ameristar
- Claim for \$5,800 for fire sprinkler replacement (P-3 Insurance)
- Post monthly minutes and financials from all Association meetings on the website. D'Ari and Access Management have this on the to do list. It is a third party vendor who updates the website. The goal is to have this done by 5/27.

- Insurance Shopping - Manor insurance renews at the end of September. Each association is shopping insurance to see if we get some favorable rates as compared to increases we had to take on last year.
- Reserve Study - Board approves G&M Engineering for reserve study, pending one more contract review. The cost is \$1,900.

Neighborhood Board Activity

- Pool Party was a great success. Debbie asked that Donna and Pat in the next Manor Notes newsletter.
- Covenants Committee - Vehicles towed and fined.
- Retaining Wall - Tree Cutting Starting May 25th
- Fence Replacement - Contract Awarded
- Sidewalk Repairs - Contact awarded
- Dog waste and leash notice sent
- Clubhouse use notice sent
- Fire Hydrant Repairs
- Pool Area Repairs and Furniture Replacement
- Landscape Improvements - Manors
- Gate Maintenance - We are n

Vendors

- Bartlett for HVAC Preventive Maintenance
- Custom Disposal - New Contract Starting April 1, 2022
- Windstream - Rates going from \$149.00 per line per month to \$430 per month per line
 - Spectrum Quote \$29.00 per line per month plus one time \$99 per line activation
 - Joe has been working hard to cancel Windstream with much difficulty. Spectrum Elevator Lines porting from Windstream - six done - last scheduled for May 26th.

Individual Building Projects

- Building 4950: Garage Gate Spring Broken. Springs are ordered.

Larger Maintenance Project

- Shutter Replacement - Will walk the property to audit shutters and then D'Ari will get quotes.
- Trash Room Floor Cleaning - This has been scheduled and will start in the next week or two.
- Stairwell Heater Replacement - 14 aging units need to be upgraded/replaced at \$400 per unit = \$5,600. Board voted to replace half this year and half next year.

Board Meetings

- Next Board Meeting - **Next Board Meeting June 28, 2022 Starting at 4:30PM - Clubhouse** on a preventative maintenance plan.
- Olde Ivy Handbook Revisions