

Manor Meeting Minutes
March 28, 2023
4:30 PM

Board present: Joe Winland, Shirley Sharp, Debbie Henderson, Tommy Williams, Alicia Eakin

Property Manager present: D'Ari Butler

February, 2023 Minutes - Approved and Posted to the Access Management and Olde Ivy website.

Financials - Month Ending February, 2023 (Review)

- Dues Payments Updates
 - About \$11,420 in total arrears month ending February, up from the previous month total of \$9,737
 - Two accounts turned over for collection.
 - One account defaulted on consent order - affidavit filed with court.
- Expenses for February, 2023 exceeds revenue = \$9,963, Y-T-D thru February expenses exceeded revenue = \$30,959
- \$25,370 in fire sprinkler system repairs caused by freeze paid in February. An insurance claim has been filed.

Property Manager's Report

- Unit Sales Update - No Units Sales in February, 2023. But 3 sold in March.
- New Building 4855, Unit 401 - Effective Date February 28, 2023.

Manor Board Action

- Shutter Replacement - D'Ari is working to find a vendor who would be willing to come out and replace 3 missing shutters.
- Elevator Inspections reported repairs completed. They all passed reinspection. We are waiting for the official paperwork that will be placed by each elevator.
- Building 4850 Water Damage Insurance Claims and Remediation Updates
- Insurance payments for building 4850 restoration payable to contractors = \$541,433.11
- Check on insurance claim of some \$25,000 for fire sprinkler system repair work to attic systems (check being sent).

- Additional claims amount for fire sprinkler system repair work to be submitted.
- Contractors are currently being selected.
- This will be listed under liabilities in the balance sheet.
- Manor Building Cleaning - An email requested better cleaning throughout the buildings, including stairwells and front entryways. Currently, building common areas, front entrances and trash rooms/chutes are cleaned every two weeks. Elevator deep clean every 3 months. We ask that if someone notices something has not been cleaned, they send a note to D'Ari or file a portal request.

Neighborhood Board Activity

- Pool Room Restoration - Completed
- Street Lights Conversion to LED - Completed by Georgia Power. They did not convert 3 lights in the entrance (outside the gate). D'Ari is working with the commercial properties to see if they'll convert them or reassign them to the neighborhood so everything is uniform. A light behind 4850 was missed as well. They will come back and finish that one.
- An additional street light will be added at lower Ivy Gate Circle. Quotes have been received.
- Retaining Wall Survey / Work Schedule - Survey work done - RFPs to be prepared
- Water Meter / MTU Replacement - Done 3/21-3/22
- Conservice Water Billing - Cobb County water billed on a 30 day cycle so hopefully they're back to normal. We'll continue to monitor those bills.
- EV Charging Stations (Georgia Power Make Ready Program) - Awaiting Terms and Conditions to determine costs and responsibilities.
- Restoration of condo landscaping.
- Pool Party Set for May 20, 2023. Targeted pool opening is May 1.
- Social Committee - Donna will remain coordinator, planning a pool party and Christmas party. 21 people submitted to the survey. D'Ari will reach out to them for credentials so members can be selected. The board would like to explore other opportunities to get people who volunteered to stay involved.
- Use of Clubhouse by Residents - Shirley submitted a memo to make the clubhouse easier and cheaper for residents to use. The

board is currently exploring how to accommodate some of these requests.

Individual Building Projects

- Repairs at portico Building 4810, unit 101. The board approves awarding project to Blue Print.
- Repairs at portico building 4850 , unit 102. Blueprint was out but hasn't made the repair yet.
- Building 4850 - Trash Bin Repair. Custom Disposal is working on a repair. They will need to remove the unit and replace it with a temporary one while welding is done.
- Building 4805 - Garage Gate Code Fixes. Still Issues that need to be resolved.
- Building 4950 - Rodent Control Manor, Tree Trimming NHB -Completed
- Building 4950 - Ceiling Repair around fire sprinkler heads

Larger Maintenance Project

- Trash Room Door Repair / Alignment - On going

Board Meetings

Next Board Meeting - **Next Board Meeting April 25, 2023 Starting at 4:30PM - Clubhouse**