Olde Ivy Townhome Association, Inc.

General Session Board Minutes

Tuesday December 12th, 2023

**Attendees:**

**Board Directors**: Sydnee Jack, Beth Jones, Jim Lyon, Casey Pustelnik, Malique Payne

**Access Property Management**: D’Ari Butler (Property Manager)

**General Session**

General Session was called to order at 6:30 pm by Sydnee Jack. A quorum was established.

Annual meeting minutes were approved via email, and all were in favor.

**Treasurer’s Report**

As of the time of the meeting the November financial report had not been received. Beth will submit a summary once received.

Paint Project Budget update

* All change orders for the townhomes have been completed.
* The overall cost for the paint project is 19% over budget. This was due to the hourly daily rate charged by HUIE vs the flat percentage of the total project charged in the past. The change orders contributed to the rest of the overage.
* The door painting has not been completed. The owners will be contacted to determine what date will work best to get the door painting completed.

The Paint project homeowner survey draft was reviewed and discussed by the board, and all were in favor of moving forward with its distribution to the owners.

**Property Manager Report**

There are 5 work orders pending:

* 2306 English Ivy Court – Window box replacement

Blueprint has approved the replacement.

* 2306 English Ivy Court – Deck repair request

1 quote received by Blueprint, Able declined the request and is still waiting for on more quote from another vendor.

* 2300 English Ivy Court – Step repair request

2 quotes have been received from Blueprint and Able. An itemized bill will be requested from both vendors so that we can assess the quotes received with more detail as it pertains to labor and materials.

* 4711 Ivy Ridge Drive – leak under garage pad.

Fix and Flow provided the homeowner with an estimate to do the necessary repairs. Beth asked

D’Ari to suggest that the homeowner also get a quote from Hill Mechanical to compare cost.

Since this is a single service line leak, it is the homeowner’s responsibility to repair.

* 2288 Ivy Crest Lane – Roof Leak

Ameri Star reported no leaks, just stains. A plumber is scheduled to come out to cut the dry wall to make further determination.

**Juliet Balcony update**

We are still waiting for a response from G& M engineering, a follow-up email will be sent out.

**2024 Officer Elections** are as follows:

President - Sydnee Jack

Vice President – Casey Pustelnik

Secretary – Malique Payne

Treasurer – Beth Jones

Member at Large – Jim Lyon

A motion to approve the officer elections was done by Jim and Beth seconded.

**NBOD Representatives**

Beth Jones

Jim Lyon

Malique motioned to approve the NBOD representations, Casey seconded, and all were in favor.

**Landscaping update**

Gibbs Landscaping’s owner, operational manager and site manager walked the community with

Neighborhood Board representatives to assess the landscaping, primarily looking at pruning

needs, throughout the community. A pruning plan and schedule will be provided by Gibbs. A

performance-based contract is being negotiated/discussed. Gibbs landscaping will provide

before and after pictures of the pruning to take place so that the neighborhood communication can be sent out.

The General session adjourned at 7:25 pm.