**Olde Ivy at Vinings Townhome Association, Inc.**

**Board Meeting**

**September 12th, 2023**

**Attendees:**

Board of Directors: Susan Thayer, Beth Jones, Larry Harvey, Malique Payne

Access Property Management: D’Ari Butler, Property Manager

Resident: Ms. Janelle Cooper (Representative /Proxy of Mr. Keaughn Caver – 4606 IGC)

Keaughn Caver Hearing

Ms. Janelle Cooper, the fiancé of Mr. Keaughn Caver, represented and presented in Mr. Caver’s absence. Ms. Cooper read a written statement to the board where she outlined what occurred during the parking violation. The board members listened to her account of the incident and other concerns. The board members answered all questions put forth by Ms. Cooper and she was informed that the board would deliberate during the executive session and a final decision would be made at that time. Ms. Cooper was excused from the general session meeting.

**General Session**

* The general session was called to order at 6:47 pm. A quorum was established.
* The August minutes were approved unanimously by the board via electronic vote.

Treasurer’s Report

Beth reported that overall, the financials are in good standing. The recent payment of the outstanding fines has been confirmed and recorded. There will be an increase in the roofing expenses for September due to the recent roofing repairs. There were no other new expenditures since our last meeting. Beth motioned to approve September’s financial report Susan seconded, and all were in favor.

For the paint project, an invoice from Huie Services in the amount of $16,000 for project management services was received. However, Blueprint has not submitted any invoices. Beth will request fewer daily onsite inspections from HUIE in order to decrease cost margins moving forward with the paint project.

The draft for the 2024 operational budget was reviewed. Beth created a budget worksheet outlining each category of the budget. All itemized accounts were reviewed and discussed. Both current and projected expenses were assessed, and the recommended changes were made. The board agreed to meet again on Monday September 18th, 2023, to review those changes and to review both the townhome and courtyard reserve studies.

Property Management Report

It appears that the Cap Ex Project will finish on time by the end of November. Some negative feedback

was received on Sally Reaves, Huie Services, from several homeowners. Beth will address the issue

with Huie management.

Work orders

* 4738 IRD (Langley) – Roof leak repaired. Seven leaks were found, and all have been repaired.
* 4606 IGC (Caver)- deck issue to be assessed by HUIE. There have been three emails sent to the owner, however, there has been no response from the owner. The work order was closed.
* 2300/2302 EIC (McDonald/Hoyt) – Courtyard artificial turf issue. This is a neighborhood board issue and will be assessed by the neighborhood board.
* 4631 IGC (Bennison) – Requesting a light shade on the new light installation and removal of shrubs. This is a neighborhood Board issue and will be addressed by the neighborhood board accordingly.
* 4612 IGC (Chip Williams) – Crepe Myrtle tree removal requested – This request is for the neighborhood board to assess and act.
* 2315 EIC (Son- Nam /Jo) – Roof leak to be repaired by Ameristar for $1035.00. Beth motioned to approve the repair; Susan seconded, and all were in favor.

The board agreed that the nomination forms for the new board candidates will be sent out by September 18th and are to be returned no later than October 3rd,2023. The nominated candidates will be determined at the Townhomes HOA Annual meeting on November 8th, 2023.

The General session was adjourned at 8:21 pm and the board reconvened into executive session.