

**IVY RIDGE NEIGHBORHOOD ASSOCIATION  
MINUTES FOR EXECUTIVE BOARD MEETING**

Location: May Allen's House  
Date/Time: January 3, 2018 @ 3 pm

**ATTENDEES**

<b>1.Scott O'Brien (P)</b>	<b>2.Marv Briggs (VP,G)</b>	<b>3. Melissa Severson (S,T)</b>
<b>4. Mary Allen (C)</b>	<b>5. Rich McClave (M)</b>	<b>4. Scott Sells (Home Link)</b>

**MEETING CALLED TO ORDER**

**1. MEETING SCOPE**

- The Board is meeting with Scott Sells and Ian regarding set up of Home Link as Ivy Ridge property manager. Communication will go out to owners for introduction. As of 2.1.17, drive thrus will begin and occur twice a month subsequent to that. January is a transition/set up month. Going forward, Scott Sells requests that we cc him on emails to keep everyone in the loop of all communication.
- Melissa supplied the checkbook, today's mail, deposit slips and current bank statements. Mary has supplied beginning and ending balances and copies of letters for past due owners.
- Marv asked about the procedure for violation letters. The protocol is for a 1st and 2nd violation letters, followed by potential fines if the item not corrected with in 10 days. Owners should call HomeLink to request an extension, make him aware

of any extenuating circumstances or ask for a hearing with the Board.

## **2. HOMELINK MEETINGS AND SPECIFICS**

- Fine structure: \$25/per day following 20 days for failure to comply per violation, per the covenants.
- Status of past due amounts (per Mary): Past due home owner accounts (3) were discussed and reported to Homelink so that these could be recorded in the books. Future action was discussed.discussed.
  
- Board Meeting
  - Board members will coordinate calendars with Scott Sells for dates. Scott will email financial reports for the month around the 5<sup>th</sup>. A typical agenda includes: Opening the meeting, presenting financials, reviewing new business, old business and confidential business concerning specific owner violations and fines.

## **3 . MISCELLANEOUS ITEMS**

- The new directory for 2018 should go out as soon as possible per Scott O'Brien, to be hand delivered to porch or front door. If printed is complete by next week Scott and Rich will deliver.
- Newsletter for 4th Quarter - The Winter newsletter needs to be written and compiled to be formatted by Kay. Scott O'Brien and Mary will work on this week and will include a section for

HomeLink and Scott's contact information. Will be complete by end of January.

#### **4 . OLD BUSINESS**

- Potential Reduction of water bills
  - Mike Madlom has been researching potential water savings with the State of Georgia (stormwater management pond). However, it may be more financially sound for city to take on some of the maintenance.
- Multi use path projected for work to begin in 2018, but there hasn't been a decision as to which end of the path the construction will begin.
- Limited storm drain on cul de sac at the end of Autumn Creek results in flooding in extreme rain.
- Sidewalk repairs are needed by City of Senoia.
- January 31 – next board meeting

#### **MEETING ADJOURNED**

**MINUTES APPROVED:** \_\_\_\_\_

**President** \_\_\_\_\_  
\_\_\_\_\_

**Secretary** \_\_\_\_\_

