

# Adair HOA Board of Directors

May 9, 2022

## Attending:

- Lou
- Dan
- Sandra
- Chris
- Brian

## Oversight Committees

### Descriptions of Duties

- Maintenance – Lou is done.
- No others done
- Table until next meeting

### Social

- Dan asked what's our intention re: schedule for SOCIAL committee
- ACTION: DAN WILL PASS RESPONSIBILITY TO MEG

### Landscape

- Sandra said we may do a progressive dinner; sell tickets to raise money for LANDSCAPE

### Maintenance

- Casey needs to clarify duties, and to get with DESIREE

### Architecture

- Is there actually a committee for this?
- Do we need one?
- It can be an AD-HOC committee
  - ACTION: DAN IS APPOINTED THE HEAD OF THE ARCHITECTURE

## Community Post Office Boxes

- Table for now. More information needed re: availability of units.

## Concierge Position

- Brian said that the concierge position and the mail service are closely related.
- Goal is to take mail away from the position, since it's the biggest headache for the position.
- Casey said that Catherine (the candidate) took herself out of contention; said she had another housing situation come up that she went with.
- Brian discussed the implications of subsidized rent vs "income", as an employee.
- Option 1: Get rid of concierge position

# Adair HOA Board of Directors

May 9, 2022

- Option 2: Keep it, but it becomes as 1099 contractor/employee
- **MOTION: TO ADVERTISE FOR A NEW POSITION (CASEY/MITCHELL)**
  - STEP 1 – RE-SEND REQUEST TO ADAIR OWNERS
    - Update: Email sent, 5/10
  - STEP 2 – ADVERTISE AT EMORY OFF-CAMPUS HOUSING
  - APPROVED – UNANIMOUS

## Website

- Casey will send email to all Adair owners to take site live.
- ACTION: CASEY WILL MAKE IT HAPPEN
  - Update: Email sent to all Adair owners 5/10. User accounts created online. Instructions for Guest Suite calendar emailed out.

## Insurance

- Issues: To evaluate the current policy deductibles and coverages.
- ACTION: Brian will work on this for next meeting.

## Security Lighting

- Awesome job! Lighting looks great.
- Lighting still can't go down the Ponce driveways. Lighting at end of driveways would be good/useful though.
- Brian said we're already overbudget on security lighting.
- ACTION: Table this discussion for now. Maybe get budget estimate for lighting at end of two driveways on Ponce.

## Irrigation Update

- Casey will get with Glen re: having fixed the Townhome controller, just to get an update on status.
- Who's going to manage – Guy vs RuHO
  - Dan thinks RuHO will be much more expensive. Guy knows the system.
  - Sandra said it's important that if RuHO controlled it, they could manage water delivery based on their knowledge of what the plants/lawn is doing – which they see on a regular basis.
  - Casey said he's worried that RuHO is going to charge more to "manage" the water system.
  - Casey is happy to make the changes to controllers, so long as RuHO is OK to notify. Lou said he'd be backup in case Casey is out of town when a change is needed.
  - Brian said that sometime in the past, RuHO was paid to "assess the system."
  - ACTION: SANDRA WILL TALK W/ JULIAN @ RUHO ON WEDNESDAY, 5/11.

# Adair HOA Board of Directors

May 9, 2022

## Assessment Discussion

- Casey presented a budget estimate for a variety of projects, some priority, some potentially optional.
- The combined estimate is approaching \$30K.
- **MOTION: TO ASSESS FOR “DEFERRED MAINTENANCE PROJECTS,” \$30K, (BRIAN/DAN)**
  - Discussion:
    - Take out any Mansion-specific projects from the community assessment. Mansion projects will need to be voted on and handled separately by the Mansion residents.
    - Needs to be an HOA representative as part of that vote. Melinda Marshburn has served in this role in the past. No objections from the Board.
    - Total assessment will be divided on normal prorated basis.

VOTE 4-1 – THE ONE AGAINST WANTED HIGHER NUMBER TO ADD TO RESERVES.  
MOTION PASSES.

- ACTION: CASEY WILL DRAFT EMAILS FOR THE ADAIR RESIDENTS
  - EMAIL #1 – Following w/ recommendations received from everyone, starting with this year’s annual meeting, there are multiple deferred maintenance projects. As opposed to dipping into reserves, the discussion is on a community assessment, to be prorated, per community condo docs.
    - Include narrative summary of key project areas (e.g. Guest Suite; Concierge Apartment; Landscape; Community Post Box; etc.)
    - Include process description – discussion and vote to be done via email, to allow for full community participation.
    - Time frame: Emails will go out by end of this week.
  - EMAIL #2 – HERE’S THE ASSESSMENT