



Board of Directors Meeting Minutes

Date of Meeting: Wednesday, Nov. 6, 2024

Time of Meeting: 10:00 AM

Location: 215 Piedmont Avenue NE – Atlanta Georgia 30308

Minutes Prepared By: Thomas Sheets

Attendees:

- Thomas Sheets (Via Phone) – Jamey Waters – Ken Kraften – Yali Lu – Alexandra Betancur, Manager

1. Call to Order

The meeting was called to order at 10:00 AM by Yali Lu – Board President

2. Agenda Items

Discussion on Water Costs

- Work to install water shut-off valves on each floor
- Fee amounts to turn off the building water, currently set at \$300.
- Mandatory plumbing inspection to be instituted
- As problems are uncovered, install valves and newer pipes in order to protect from leaks
- Only use licensed plumbers with proper insurance

Key Audit

- All units must have current keys in the key safe

Fees for New Members

- Closing Letter fee is \$399
- The New Member Fee is two times the association fee.
- Elevators may be reserved for moving.
- No elevator reservation fee for moving moving one item like a sofa

Dog Policy

- Need to update the pet policy
- Policies will be part of "Rules and Regulations" set by the Board

Smoking/Marijuana

- Absolutely no smoking in common areas to include the lobby, stairwells and hallways
- There is a designated smoking area near Visitor's Parking
- There will be a \$200 fine assessed to those who choose to smoke in undesignated areas.

Late Payments

- Any payments made by owners will be applied to the oldest charges first. Any newer charges will still accrue late fees. This is standard practice.

Costs for Landmark Maintenance

- We have a contract for \$3,000 to do maintenance tasks at The Landmark. The current balance is past due.

Security Recommendation

- From Jamie Waters, Board member assigned to security
- A technician will visit to estimate to fix all the camera feeds and door lock malfunctions. This will be at no charge.
- Suggestion is to install 6 cameras, program key fobs and get everything running properly

3. Action Items

- Publish new fee schedule for rude, abusive behavior.
- Publish fees for smoking in undesignated areas
- New fee schedule appears below.
- Invite security vendor to assess our equipment
- Publish dates for the mandatory plumbing inspection

3. Adjournment

The meeting was adjourned at 11:30 AM by Yali Lu – Board President

4. Next Meeting

Date: December 4, 2024

Time: 10:00 AM

Location: The Landmark

Description	Actual	Approved by the Board
Water shut off 9:00AM - 4:00PM	\$300.00	\$800
Water shut off 5:00PM - 8:00AM	\$300.00	\$1,000
Water shut off weekend	\$300.00	\$1,200
Fobs	\$35.00	\$70
Closing Letter for Sellers	\$300.00	\$399
Initiation fee for new members	\$150.00	2X HOA FEE
Reserve freight elevator	\$100.00	\$300