

# Hearthstone of Ellicott Mills Condominium Association Board Meeting Minutes

20 April 2020 at 7:00PM (via Conference Call)

## Attendees:

Bill Robinson	Cheryl Blanco	Joe Strassner
Stephenie Marra	John Sheehy (FREM)	Shiva Saberi
Rick Rosen	Tony Marra	

## Call to Order:

The meeting was called to order at 7:00 PM.

**Note:** Due to the ongoing Coronavirus Pandemic, the meeting is being conducted via Zoom web video conferencing. All community members were invited to this meeting and were provided with the conference call link and phone number. All parties could hear and be heard during the meeting.

## Approval of Minutes:

A motion was made by Cheryl Blanco to approve the minutes from the 16 March 2020 meeting. All were in favor.

## Community Updates During Pandemic:

- The Clubhouse remains closed during the Pandemic.
- Community common areas can be used if everyone follows the state guidelines.

## Reports:

- Treasure's Report:
  - The community spending needs to be conservative for the next several months because of the uncertainty caused by COVID-19 virus.
  - The treasurer reviewed the financial statements from FREM for 3/31/2020. They appear to be all in good order with a balance of \$43,988 in the operating account, and \$340,129 in reserve funds. Money is now transferred to the reserve fund on monthly basis. A total of \$2905 was transferred for the month of March.
- Architectural Committee:
  - No Activity.
- Landscape Committee:

- Completed the work on removal of the Leyland Cypress trees behind the 4903 to 4911 Evening Sky. Will discuss the replacements of those trees with Brian DeVan, President of Columbia Grounds Management (CGM).
- Have arranged with CGM for removal of the tree limb that fell behind 4937 and 4939 Water Grove from the Forest Reserve Area.
- Did an initial Spring walk around the community with Marlene Criste to get an update of the landscaping status and the recent year activities. This is in preparation for the spring walk around and assessment with the Landscape Committee and a CGM representative.
- Cheryl sent an email to the community inviting interested residents to join the Landscape Committee. Former Landscape Committee members Marlene Criste, Dottie Conelius, Mary Strassner and Lorraine Johnson have agreed to continue to serve for this year. Additionally, Susan Kocsis, and John and Bette DuVall have agreed to be on the committee as well
- The Spring walk is scheduled for April 23 but will be rescheduled if the weather is bad. Brian from CGM will join the walk.
- Social Committee:
  - There will be no activities until the COVID-19 pandemic restrictions are removed.

**Old Business:**

- Maintenance
  - Roof Repairs
    - We have repaired multiple roofs, damaged by windstorms, in the last few weeks. The cost for this repair work is being closely monitored.
    - Repaired roof damage at 4918 Water Grove. This repair was more extensive than just initial missing shingles reported. It required some underlying structural repairs.
    - Replaced missing shingles at 4920 Water Grove.
  - Paint unit foundations
    - Quotes obtained for the pressure washing and painting of building foundations.
  - Paint Mailboxes
    - Quotes obtained.
  - Repair failed curb to sidewalk caulking
    - Have not requested quotes for this.

- Maintenance of popup drains
  - Community is responsible for the downspout runoff pipes (ref Art XIII, Sec 2A; By-Laws). A diagram showing the location of the drains needs to be made to provide contractors a document upon which to base their proposals.
- Landscape
  - Columbia Grounds Management is to complete repairs in the Storm Water Management Area to fulfill the contract awarded last fall.
  - Removal or Topping of Builder Planted pine trees on the East Side of Evening Sky Court. We need to follow up with the residents for their preferences regarding removal or topping of the existing trees to limit their height.
- General Issues:
  - Jack Kenner indicated that he will be updating the community website <https://ellicottmillshoa.jimdofree.com> in May. The board needs to make sure that all the recent documents are available to Jack to post.
  - The Pitera application, managed by FREM, is available to unit owners to manage their interactions with FREM. This application may be an alternative to the “Jimdofree” website

### **New Business:**

- Maintenance – None
- Landscape
  - See issues raised in the Landscape Committee report
- General Issues
  - The First Real Estate Management (FREM) contract was renewed April 1, 2020 at a 4 percent increase for the next year. The increase was accounted for in this year’s budget.
  - Master Insurance Plan: Three companies provided response to the request for quotation. Nationwide provided the best numbers and was within the budget. The Board voted to continue coverage with Nationwide for the next year beginning May 15,2020.
  - Cheryl Blanco made a Motion that “In light of continuing economic hardships due to Coronavirus pandemic, late fees for HOA payments for the months of April, May, June, and July 2020 be waived”. The Motion was passed unanimously.

### **Adjourn**

**Next HOA Board Meeting: 18 May 2020 at 7:00 PM (Conference Call)**