

Hearthstone of Ellicott Mills Condominium Association Board Meeting Minutes

18 May 2020 at 7:00PM (via Conference Call)

Attendees:

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

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:

Bill Robinson asked for a motion to approve the minutes from the 20 April 2020 meeting. Joe Strassner made the motion which was seconded. All were in favor.

Community Updates During Pandemic:

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

Reports:

- Treasure's Report:
 - The treasurer reviewed the financial statements from FREM, and they are in good order. The balance of the operating checking account is \$47,564.66, and the balance in the reserve funds is \$345,560.85.
- Architectural Committee:
 - We received a request from 4912 Water Grove for installation of a walkway along the driveway. The paperwork was approved, and the work completed.
- Landscape Committee:
 - See "Landscape" under New Business section.
- Social Committee:
 - There will be no community sponsored activities until the COVID-19 pandemic restrictions are removed.

- **Manager's Report**
 - Due to COVID-19 and the governor's executive order restrictions, John has visited the community once in past 30 days and had no information to update.

Old Business:

- **Maintenance**
 - We have received quotes for:
 1. Pressure washing and painting unit foundations
 2. Painting the mailboxes
 3. Repairing cracked and uneven sidewalks
 4. Repairing failed curb to sidewalk caulking.

Due to possible costs associated with COVID-19, we need to be conservative this year; therefore, we may want to complete items 2, 3 (without driveway repair) and 4 quickly but postpone item 1 until later this year.
 - Maintain popup drains

Stephanie Marra has been working hard to identify, track, and document the presence and status of all outside popup drains in the community to help plan for maintenance of gutters and drains.
- **Landscape**
 - In late April, the Landscape Committee and Brian DeVan, our landscaper, conducted the community spring walk around. The committee's preliminary findings and the April committee report are included in the meeting minutes. Several issues remain from 2019, and the committee identified a few areas that need attention: general trimming of trees and bushes, removal of trees, and upkeep of areas near residential foundations and sidings.
- **General Issues:**
 - We will not pursue the possible use of Pitera for our community site however, Pitera is available to unit owners to manage their interactions with FREM.
 - We will continue with our current community site. Jack Kenner has agreed to continue to be the Webmaster for the site. We greatly appreciate his support and contributions. Jack has started updating the site with the latest community documents, financials, and communications. FREM provided Jack with outstanding documents such as the last reserve study to upload to the community site.

- An email will go out to residents requesting current contact information. That information will be posted to the community site with permission from the homeowner.
- The board has approved an invoice for termite inspection.
- Replacement of a clogged gutter at 4930 Water Grove is completed. It cost \$95.
- Water mist/leak in 4910 Water Grove is an ongoing issue. The problem is caused by deteriorating caulking. Whether community or the owner is responsible for the repair is being determined.

New Business:

- Maintenance – None
- Landscape
 - The board needs to look at landscaping issues and how to prioritize the work before September.
 - There are several trees and bushes that need trimming. A primary concern are bushes growing against the building foundations and siding.
 - Tree removal and associated expenses for replacements are costly; this issue needs further Board discussion.
 - Columbia Grounds Management is working to complete removal of excessive Phragmite growth in the Storm Water Management Area to fulfill the contract awarded last fall.
 - Removal of the Leyland Cypress trees behind the 4903 to 4911 Evening Sky was completed. The area needs to be reseeded or sodded.
 - CGM removed the tree limb that fell behind 4937 and 4939 Water Grove.
- General Issues
 - The board may consider having special sessions for topics like legal questions, landscaping, etc.

Adjourn

- Next HOA Board Meeting
 - July 20, 2020 at 7:00 PM The location and format TBD by Covid-19 restrictions.
- Motion to Adjourn