

**Hearthstone of Ellicott Mills Condominium Association**  
**Board Meeting Minutes (yet to be approved)**  
**22 May 2024 at 6:30PM (at the Club House and via Zoom)**

**Attendees**

**Board:** Sue McDorman, President    Jan Rider, Vice-President    Mary Strassner, Secretary    Rick Rosen, Treasurer    John DuVall, Member-at-Large

**Owners and Guests:** Stephenie Marra, John Sheehy, Property Manager, FREM

**Call to Order**

President Sue McDorman called the meeting to order at 6:30 PM.

This meeting is being conducted at the Club House and via Zoom video conferencing for those members who cannot attend in person. All Community members were invited to this meeting and were provided with the sign in information for the Zoom meeting. The Board Secretary records this meeting for transcription purposes. This recording will be deleted after the minutes are approved. Other recordings are not allowed.

**Special Business**

New Secretary Appointment – Board approved Mary Strassner as new secretary  
 John Motioned, Rick seconded, unanimous approval

**Approval of Minutes**

The Board approved the minutes of the **17 April 2024** Board Meeting

**Reports**

***Financial – Rick Rosen***

Category	Item	Description / Status
New	Treasurer's report	Treasurer's report EM 1 2024, April, Audit report was unanimously approved by the Board Mary motioned, Jan seconded, all were in favor
	Audit	Rick Reviewed Sue motioned for approval, Jan seconded, unanimous approval

Category	Item	Description / Status
	Current Financial Status	No financial issues. Revenue over expenses = surplus Exceed what Reserve says we should have. Ongoing expenses are built in. Redbud expenses came from Maintenance

*Architectural Sue McDorman*

Category	Item	Description / Status
New	4920 WG Back of unit exterior	The architectural request for Building a 12 x 19' deck including steps: Brown/tan Fiberon boards & beige Brio rails <b>approved unanimously</b> . Rick 1, John 2

*Member at Large – John Duvall*

Category	Item	Description / Status
New	Clubhouse	4910 ES (Won) requested Club House use for Family on June 8, 2024 - Need to confirm time.
New	Social	Committee members need to plan for Anniversary Event. Nothing has been planned, but John will set up meeting to determine activity right away.
Old	Visitor parking permits	Discussion of whether they were red or yellow. Old ones are yellow, new ones were handed out several years ago. We have about 20 left so no action to acquire new ones will be made.
Old	Roof Inspection/Repair	Walter Brown Findings regarding Roof Walk were shared with Board. All 35 houses were inspected, 16 had issues. No imminent replacements needed. 4921 ES will most likely be the first replaced. Last contract had one fee, this one was based on hourly rate. Rick would like more specifics of what we are agreeing to, so the Board will meet with Brown next Wednesday, <b>May 29, 2024 at 5 P.M.</b>

New	Clubhouse Request Form	Members will share information required and give to <b>Mary to complete.</b>
Old	Update owner emergency, contact, and vehicle information	Review current materials and available data to determine best steps to ensure accurate info is kept and updated. <b>Mary will update</b>

***Maintenance and Landscape – Jan Rider***

<b>Category</b>	<b>Item</b>	<b>Description / Status</b>
Old	Landscaping Committee Walkaround	The team is meeting this week and will send recommendations to the Board.
Old	Landscaping <b>BARTLETT</b>	<p><b>Bradford Pear Trees</b>  Inspection / Recommendation  17 BP Trees were found on property. Price for all is \$6,258.00  Those behind WG are more urgent and need <b>trimmed</b>, risk of splitting.  Decided that ones close to houses, decks, or cars be done first. This cost would be \$1125.  <b>MOTION</b> made by John to just do <b>the \$1125</b>. Sue seconded. Unanimous.</p> <p><b>Lantern fly egg removal</b> is \$14. an inch to get rid of them. We will delay this.</p>
Old	Landscaping Change	<p><b>4905 Evening Sky</b> Remove and replace diseased boxwoods by EOM. Owner is paying SUN Nursery.  <b>John motioned, Mary seconded. All were in favor.</b></p>
Old	RUPERT redbud tree project	<p>Tree trimming was a success. Suggested to do every five years. Redbuds are not receptive to deterring pods.  4926 WG tree is stressed and needs replacing. Vendor was professional and good with neighbors. Cambistat growth reduction will be discussed at another time.</p>

Old	Brick Work Pointing	Need bids for pointing up . Project on hold.
New	Pine Trees behind ES, WG	Determine ownership and suggestions for safety.
Old	ACCENT Painting	Discussion as to whether to stay with original contract or the reduced bid. Project is taking longer than we thought. Original pain was of lower quality, but included a primer. New paint requires one coat that already has a primer in it. Specific paint brand not included in contract. Original contract did not include five extra houses or two extra bay windows. <b>Jan suggested that we add information to original contract and sign so information is there for archival records. Motion made to do this and pay original price of \$12,236 made by John. Jan seconded. Vote was 4-1 for motion.</b>

*Property Manager – John Sheehy*

Category	Item	Description / Status
Old	O’Leary Crack /sealant road work	<b>Questionable wear of road surface</b> noted at previous meeting. There was no warranty in contract. Since crack filling took place in 2022 and re-surfacing in 2023, we thought it would last longer than it has. There is some white exposure in cracks that are getting larger. <b>Rick will draft a letter to O’Leary</b> asking to meet to show what the problem is and what they can do about it.

*General Issues – Sue McDorman*

Category	Item	Description / Status
New	Neighborhood Safety	Resident observed man with dog coming out of woods (conservation area) behind WG (odd side). Asked resident to keep us informed and/or call the POLICE. Discussion as to how to handle ensued. Board discussed purchasing inexpensive NO TRESPASSING signs to place there (2) and behind ES by fence. Sue will talk to resident. <b>John motioned to purchase signs, Jan seconded. All were in favor.</b>

Category	Item	Description / Status
Old	Community Website	Lots of progress. Tony Marra is helping with updating monthly.
New	New Owner Welcome Packet	What should be included...how to handle ngoing...what was shared with new owner

### **Open Forum**

This section provides an opportunity for non-Board attendees to ask questions, express opinions, or bring attention to subjects for future Board consideration.

#### ***Open Forum – Sue McDorman***

Category	Item	Description / Status
New	Water/Gatorade	Purchased for ACCENT workers as they paint

### **Adjourn**

- Next HOA Board Meeting: **June 19 2024 at 6:30PM** (*at the Club House & via Zoom*)
- The meeting was **adjourned at 8:04 PM.**