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ECM I Board of Directors Meeting

June 8, 2021, Meeting Minutes

Present: Board of Directors –Bill Atkins, Judy Lowery, Chris Worrell, Michele Jackson. In addition to the board members there were sixteen (16) residents in attendance.

CALL TO ORDER/ESTABLISH A QUORUM: Bill Atkins called the meeting to order at 6:10 PM and announced a quorum of Board Members.

President Report:

Bill announced that Board member Tom Jackson requested a leave of absence on May 22, 2021, and acknowledged the defacto resignation of Tom from the Board.

John spoke to the community and board members present providing his background and his service to community since 1991 as past Board Member and president previously.

After further discussion, the following action was taken:

Counsel for the community was consulted about the leave of absence, upon Motion made and seconded, it was:

RESOLVED:

Due to the resignation of Tom Jackson, there is an open position on the Board of Directors, the Board recommends John Drexler be appointed as the replacement for Tom Jackson until the next annual council meeting in 2022.

Three board members voted in favor of the appointment, one did not.

Following this action, Michele Jackson submitted her written resignation and her reasons for resignation to the board during the meeting.

Bill read a communication from counsel for the association that affirmed the community documents provide for interim vacancies on the board will be filled by a vote of the remaining directors.

Residents asked questions about the role of JC Properties and its involvement with ECM funds.

Bill explained that JC Properties is the property manager for the community, and that the financial records are audited yearly.

The Board visited JC Property Services on May 28, 2021, and reviewed the financial process of how bills are posted and paid.

Chris reported he is in the process of reviewing all contracts.

A few cases were identified where there were questions about services performed for the pond and cleaning services. These are being addressed by the board.

Some issues related to the flood in the Manor House and lack of communication.

Judy Lowery indicated statements of receivables and vendor distributions were also reviewed. She also stated upon review by the Board it was found funds were properly administered and not changes in the current process or Property Manager were needed at this time.

Additional community updates:

Trees – The board asked for additional bids regarding removal of tree limbs encroaching on the buildings.

Pool – Due to changes regarding Covid 19, and upon attorney guidance only one Covid form is required for residents to utilize the pool area when the lifeguard is present. Guests will need to submit a form each time.

Cost Share – ECM I did not pay a portion of a recent bill from ECM I to ECM II. JC and the board to determine why payment was not timely made.

Manor House –

Flooring – The board continues to review options for replacement of the flooring to the Manor House Great Room and common areas. The goal is to utilize the same theme but some flooring options such as parquet may not be cost effective and there may be better options. For the exercise room, a flooring without an odor was requested by residents. Proposals are expected from vendors soon.

Manor House Repairs/Insurance Claim

Board is conferring with counsel about an additional professional service to assist with defending the denial of the insurance claim with State Farm.

Various avenues are being explored however, to date engineers have found the sprinkler pipe failure was due the age expected deterioration. A meeting is scheduled on Thursday at 1 PM with counsel and the engineering firm. It is possible the community may need to take further legal action concerning the denial. A few residents expressed interest in attending the meeting and were invited to attend.

A resident asked if a community assessment would be required, and Bill Atkins advised it will depend on the outcome of the current legal case. Also, a report on reserves would be provided at the next Board meeting.

Tree Trimming/Landscaping:

Concerns were again noted with why trees along Manor Lane were not trimmed. The Manor Lane area trees are responsibility of the Town of Bel Air and Athletic Club. It was shared that the town did not previously require the trees to be trimmed due to Covid 19. Now the trees all appear dead.

Bob Keeney and Chris Worrell will walk the community to observe required tree work and landscaping work. This includes concerns discussed with the upper-level walls behind building 3.

Residents with concerns were reminded of Roberts Rules of Order for the meeting to continue and suggested that residents come together as a village to find solutions for community issues and concerns.

It was confirmed there was no legal action filed by the board at this time against Tom Jackson.

Bill Atkins shared that the new board was recently appointed at the last council meeting and requested that members give them the opportunity to continue to do their work.

Residents with interest on committees were requested to advise the Board or JC Properties.

The next board meeting will be held on July 13, 2021, at 6:15 PM

ADJOURNMENT: The meeting was adjourned at 8:15 PM