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ECM I Board of Directors Meeting

September 14, 2021, Meeting Minutes

Present: Board of Directors – Bill Atkins, Judy Lowery, Chris Worrell, and John Drexler. In addition to the board members there were fifteen (15) residents in attendance, along with Craig Conway from J.C. Property Services.

CALL TO ORDER/ESTABLISH A QUORUM: Bill Atkins called the meeting to order at 6:16 PM and announced a quorum of Board Members.

The meeting was called to order and seconded by board members present.

Manor House Updates

Bill asked for Larry Jones to provide an update about the search for flooring options in line with the theme of the Manor House décor. Larry shared samples from Jim Boyd Floor America that are industrial grade flooring and have a lifetime warranty. Samples were available for review. Slate look vinyl is proposed for some others with carpet in other areas. A woven rubber sample was shown for the gym which he stated would not omit any smell. All choices are made in the US and should be available quickly. The gym and meeting rooms could be completed first. ECM 2 has also been consulted on the color and types of flooring choices.

Bill provided an update on the kitchen area. There is a 12-week lead-time for cabinets, the flooring will be installed after. The bar area will be the last area included Chome Hill will be completing the work due to the best pricing.

Efforts against State Farm are continuing. They expect State Farm to file a response to our legal action this week. The community will continue to seek any and all legal remedies in this matter. Residents asked questions of the board and it was mentioned that board members may be called as witnesses. Bill mentioned the community is hopeful to recover based on the facts.

Bill also provided an update to residents in the Manor House who expressed concerns about possible settling on upper floors or foundation cracks. The Board commissioned an engineering review which concluded that slight foundation cracks were part of settlement and could be filled. In upstairs hallways 2nd and 3rd floors slight variations in elevation were noted, but to fix the carpet would need to remove, the floors re-leveled but that could cause further issues in the future due to adding more weight to the areas.

Website Update

Michele Bowman is working on updating the website for the community and a newsletter. Please provide your name and e-mail address to receive e-mail communications and emergency notifications. Also contact her if interested in volunteering.

Insurance review. Bill also reported due to the dispute with State Farm a new insurance company for 2022 will be considered.

Annual; Cost Share Meeting with ECM 2

Bill reported the annual cost share meeting was held in August. Discussions involved common areas of the Manor House updates and the Clock Tower. There is interest in identifying contractors who can service both communities at a lower cost. An example would be for asphalt maintenance, landscaping, concrete

maintenance, breezeway cleaning. One resident suggested for Breezeway cleaning JC could contact American Building Solutions 410 688 2019. It was also mentioned the board is considering bids for deep carpet cleaning in the manor house and 3 bids will be considered.

A resident asked about extermination for pets and Craig advised that American Pest Management is expected to provide a quote soon.

Financial Report

Judy shared she received August reports yesterday from JC Properties.

Assets: 874,000
Net Income \$3,569.59

The year-to-date budget is over due to the State Farm dispute.

Restoration payments year to date are: \$426,513.00, @\$26,000 involves a separate claim from Churchill Leaving \$399,567 with \$162,241 due for reimbursements from first floor repairs and a net liability to ECM of \$237,315.

Judy will post the updated reports on the bulletin board and can share electronically.

2021 budget planning will start soon, JC Properties is working on a proposal. The budget can then be reviewed at a future board meeting.

Meeting Minutes

Upon motion made and seconded, the minutes from the meeting on July 13, 2021, were approved.

Pets

Bill reported that a letter will be sent to all community members to inquire on pets residing in the unit. The board wants to further understand the population of pets in the community and address compliance. The board is also considering making the policies consistent across both ECM I and ECM II communities. A resident mentioned an issue with a dog in the manor house which Craig and the board will review.

JC Property Updates

Craig advised American Water is replacing a main valve to the community on Monday, and at 601 Churchill an electric box will be replaced. The price for removal of the dead tree between 604 and 606 Squire is \$825.00. Dryer Vent/Fireplace Chimney cleaning is also recommended.

ADJOURNMENT: The meeting was adjourned at 7:30 PM