MOORE PROPERTY MANAGEMENT

Storm Readiness Scorecard

Ten questions to review with your management company after each season and again in spring.

Association: _____ Period reviewed: _____ Date: _____

	ITEM	YES	NO	NOTES
	Before the storm			
1	There is a written storm plan specific to our community.	☐	☐	
2	The board saw and approved the plan before the season started.	☐	☐	
3	Vendors for debris, roofing, water extraction and tree work are lined up in writing.	☐	☐	
4	The property is documented with dated photos and video.	☐	☐	
5	Owners, including seasonal residents, have clear instructions.	☐	☐	
	During and right after			
6	We know who our contact is when the office is closed or without power.	☐	☐	
7	The property was inspected quickly once it was safe, with a written report and photos.	☐	☐	
8	Owners were kept informed, including those out of state.	☐	☐	
	Recovery and insurance			
9	We know who manages an insurance claim day to day and how that work is billed.	☐	☐	
10	The manager is preparing the board for the next insurance renewal.	☐	☐	

Reading the result. Clear yes answers, with evidence, to eight or more suggest the firm takes storm work seriously. Press on any vague answer about vendors, communication or insurance.

General information for association boards. Not legal advice.