
MUTUAL 16 – CONDOMINIUM OF ROSSMOOR, INC.
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING

November 8, 2016

Pursuant to notice previously given, a regular meeting of the Board of Directors of the Council of Unit Owners of Mutual 16-Condominium of Rossmoor, Inc. was held in the Sullivan Room of the Administration Building on Tuesday, November 8, 2016 at 9:30am.

Directors Present: Joan Allston, President; Jim Turner, Vice President; Edwin Bradley, Treasurer; David Darr, Secretary; John Looney; Director, Fred Seebode Director; Jeanie Jones, Director

Management: Tim Coursen, Assistant General Manager; Roberta Carter, Mutual Assistant

Visitors: Arthur Popper, Joe & Arlene Halpin, Virginia Rehbehn

1. Call to Order- Mrs. Allston called the meeting to order at 9:30 am.
2. General Manager's Report- Tim Coursen presented the General Manager's report for the month of October 2016. All questions and comments were responded to by Mr. Coursen.
3. Approval of Agenda- The agenda was approved as presented.
4. Approval of Board Meeting Minutes- The minutes of October 11, 2016 were approved as presented.
5. Correspondence /ABM(s)
 - A. Correspondence- None
6. Advisory Committees-
 - A. Emergency Preparedness- Mr. Darr's report included: (1) The October 26, 2016 "Fire & Safety Forum was a success. (2) Law to stop the selling of all nine-volt smoke detectors goes into effect January 1, 2018. (3) In the event, the 911 system crashes in Montgomery County, contact any fire or police station for assistance.
 - B. Community Planning- Mr. Seebode reported that the Administration Building and current Facilities Enhancement Plan (FEP) are evolving.

- C. Health- Ms. Jones's report included: (1) All physician visits were down in August, due to vacations. (2) Physical Therapy visits were successful. (4) Dr. Share decided to stay, patients will be reassigned to him. (5) Two podiatrist have joined the staff and are in the final stages of negotiations (6) A new dermatologist will start December 2016. (7) October 22, 2016 was "National Medicine Take Back Day"; where old medicines can be safely disposed of.
- D. E & R- Ms. Allston's report included: (1) E&R Committee did not pass their "Policy & Procedures". (2) New Fitness Center plan has yet to be approved by Montgomery County.
- E. Energy- Mr. Halpin's report included: (1) An Energy Committee member spoke about his energy-efficient improvements that he has made over the past year by purchasing a plug-in hybrid car and the installation of solar arrays on the roof of his home, which saves about 60% on his electric bill. (2) Ms. Gerke spoke about a contractor who is proposing low light, low-voltage illumination of the neighboring sidewalks, no detail information at this time but LW BoD is initiating discussion of a Facilities Enhancement Plan (FEP) 2020. (3) Mr. Halpin presented his proposed article "Considerations for Replacing a Cooling and/ Heating System" to the Committee for their comments and later published in the LW News.
- F. Technology/LW News- Mr. Popper's report included: (1) Cellular tower improvements for the high-rises are still evolving. (2) LW News survey is still in progress and feedbacks are noted.
- G. LWCC BOD Meeting- Ms. Allston reported that the bus lease was approved.

7. Treasurer's Report-

A. Mutual Financial Status- Mr. Bradley reported that the Financial status for October was in good standing. After payment expenses and fully funding reserves, a surplus of \$12,317 occurred; which eliminated the deficit and produced a year-to-date surplus of \$3,363. Reserve expenses were minimal.

B. Bills to Consider- Mr. Bradley reported that there is a total of \$6,440.39 on the invoice list;

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation Insurance Claim \$5,000.00 (Date of service: 7/6/16) water was leaking from Unit#105A to Unit#105-B at 15513/1551 Prince Frederick Way, (Moy).

To pay McFall & Berry \$1,080.00 (Invoice # 189424) to take down and remove large Maple tree, stump and trace roots from left side of unit at 3423 Island Creek Court, Unit 132-A (Werner).

To pay Law Office of Corinne G. Rosen, ESQ \$262.94 (Invoice #10302016) to prepare a demand letter for insurance deductible for Unit#105A and Unit#105B at 15513/1551 Prince Frederick Way, (Moy)

Resolution #17, 11/8/16

To pay Mr. David Darr \$97.45 (Date of service: 10/19/16) for reimbursement of payment for purchase of Fire Safety Magnets.

Resolution #18, 11/8/16

B. Investment Actions Proposed- Mr. Bradley reported that on December 5th a CD will mature. After discussion, the Board members approved the resolution.

Upon motion duly made and seconded, the Board agreed-

That the Mutual 16 Board of Directors authorizes Leisure World Accounting to rollover the \$150,000 First Internet Bank CD; maturing on December 5, 2016 into a CD at a bank and on terms determine to be in the best interest of Mutual 16.

Resolution #19, 11/8/16

8. Mutual 16 Committee Reports-

A. Social-The Happy Hour at the Rock- The Mutuals' Potluck dinner is schedule for December 3, 2016.

B. M16 Newsletter- Ms. Allston stated that topics are needed for the December newsletter.

C. Maintenance- Request for RFP Attic Inspection- Mr. Looney's reported that the attic inspection is in progress.

D. Landscape- Mr. Darr stated that he will follow up with Mr. Jones as to when the "Kentucky Coffee" tree will be planted.

E. Emergency Preparedness- Mr. Darr stated that the Fire Safety Magnets will be distributed to each resident.

9. Other Board Business-

10. Next Meeting- Tuesday, December 13, 2016 9:30AM; Sullivan Room.

11. Open Forum- Ms. Allston stated: there is still no lease on the Allen residence, no response from the new owner of the old Conger home informing them that the house is empty and needs to weatherize. Also, no response from the letter that was sent to Mr. Pulliam in regards to the removal of his pickup truck.

12. Adjournment- There being no additional business, the meeting was adjourned at 10:35 AM.

Joan Allston, President

