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

October 11, 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, October 11, 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.

Management: Kevin Flannery, General Manager; Roberta Carter, Mutual Assistant; Gloria Robar, Mutual Assistant

Absent: Jeanie Jones, Director

Visitors: Arthur Popper, Betsy Davis, Janice Romanoff, Joe Halpin, John Quill, Mary Young, Virginia Rehbehn

1. Call to Order- Mrs. Allston called the meeting to order at 9:30am.
2. General Manager's Report- Kevin Flannery presented the General Manager's report for the month of October 2016. All questions and comments were responded to by Mr. Flannery.
3. Approval of Agenda- The agenda was approved as presented.
4. Approval of Board Meeting Minutes- The minutes of September 13, 2016 were approved as presented.
5. Correspondence /ABM(s)
  - A. Correspondence- None
  - B. ABM(s)- Mr. & Mrs. John Fajnor submitted an ABM (Application for Building Modification) to increase the length & width of existing patio at 15504 Prince Frederick Way, #120-C.

Upon motion duly made, the Board agreed:

To approve the ABM request from Mr. & Mrs. John Fajnor; 15504 Prince Frederick Way (Unit# 120-C) to increase the length & width of existing patio.

**Resolution # 16, 10/11/16**

6. Advisory Committees-

- A. Emergency Preparedness- Mr. Darr reported that the Fire & Safety forum will be held on October 26, 2016 at 10:00AM in Clubhouse II.
- B. Community Planning- Mr. Seebode reported that the regular meeting was canceled due to the holiday.
- C. Health- No report at this time.
- D. E & R- Ms. Allston reported that the committee approved the revised “Policy & Procedures” for the community.
- E. Energy- Mr. Haplin reported that the representative from Solar Energy is working on alternative financial options.
- F. Technology/LW News- Mr. Popper stated the LW News survey was sent out and will also be in the LW Newsletter.
- G. LWCC BOD Meeting- Ms. Allston’s reported included: A. Approval of the cleaning of the pond at a cost of \$389,560. B. The approval of the proposed site plan of the Administration Building. C. Medstar has sent a letter of intent to extend their contract.

7. Treasurer’s Report-

A. Mutual Financial Status- Mr. Bradley reported that the financial report for July and August showed a combined surplus of \$8,709, and a reduced year to date deficit of (\$8,954).

B. Bills to Consider- Mr. Bradley reported that there is a total of \$1104.79 on the invoice list; which to be paid out the maintenance reserve.

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$495.94 (Invoice # 91610) to bury PVC drain pipe to curb drain at 15502 Prince Frederick Way, Unit 120-B (Hatton).

To pay Leisure World of Maryland Corporation \$310.25 (Invoice # 91761) to clear 3 underground drain lines using a snake to ensure positive water flow at 3423 Island Creek Court, Unit 132-A (Werner).

To pay Leisure World of Maryland Corporation \$39,00 (Invoice 93000) to install wire mesh on outside vent damaged by birds, Unit 109-C (Holt).

To pay McFall & Berry Landscape Management \$195.00 (Invoice # 188689) to remove tree roots protruding above ground at rear of the unit at 3305 Solomons Court, Unit 101-A (Farr).

To pay LWMC \$64.60 for mailing of 2017 Proposed Budget to all units.

**Resolution #14, 10/11/16**

C. Investment Actions Proposed- None.

D. Mailing of the Proposed 2017 Budget-

Upon motion duly made and seconded, the Board agreed-

The Mutual 16 Board of Directors hereby approves the 2017 Budget as mailed to the unit owners.

**Resolution #15, 10/11/16**

E. Other Matters of Concern-

F. Insurance Claim Repairs Completed: Ms. Allston reported that as of the date of the meeting no response has been received from Mr. Moy regarding the damage to the Molyneaux unit. Since he has not responded to requests for payment a lawyer has been retained to collect the money.

8. Mutual 16 Committee Reports-

A. Social-The Happy Hour at the Rock was a success.

B. M16 Newsletter: Ms. Allston reported that topics are needed for the October/November newsletter and to contact Rita Molyneaux.

C. Maintenance; Request for RFP Attic Inspection: Mr. Looney's report included: A. Still waiting for communication with PPD on attic inspection. Ms. Allston stated that a notice will be placed in the newsletter that PPD will be in contact with the residents whenever the inspections are scheduled. B. Proposal approved for the repairs on Ms. Day's unit.

D. Landscape: Mr. Darr reported that Montgomery County is giving the Mutual a free "Kentucky Coffee" tree. The tree will be planted in the park.

E. Emergency Preparedness Mr. Darr informed the Committee that the new Fire Safety magnets will be given out to attendees at the Forum on October 26, 2016.

9. Other Board Business There were 6 residents not included in the new phonebooks. No information is available on the printing of an appendix.

10. Next Meeting- Tuesday, November 8, 2016 9:30AM Sullivan Room.

11. Open Forum- None.

12. Adjournment- There being no additional business, the meeting was adjourned at 10:30 AM.

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Joan Allston, President