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

September 13, 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, September 13, 2016 at 9:25am.

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

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

Visitors: Virginia Rehbehn, Kay Looney, Joe Halpin, Janice Romanoff, Jane & Bob Horton, Dorothy Childs, Barbara Heisler, Mary Nyce, Arthur Popper, Evelyn Smith, Malcolm & Carolyn Caponiti, Rita Molyneaux, Marianne Swindler, Erin O’Grady

1. Call to Order- Mrs. Allston called the meeting to order at 9:25am.
2. General Manager’s Report- Kevin Flannery presented the General Manager’s report for the month of September 2016. The report was received, noted, and made part of the record.
3. Approval of Agenda- The agenda was approved as presented.
4. Approval of Board Meeting Minutes
Because the minutes from August were not received in a timely manor, the approval of the minutes was deffered till next month.
5. Correspondence /ABM(s)
 - A. Correspondence- None
 - B. ABM(s)- Mr. & Mrs. Fred Seebode submitted an ABM (Application for Building Modification) to plant a tree at 15408 Prince Fredrick Way & 3401 Parker Creek Ct. Units# 123-A & 124-B.

Upon motion duly made, the Board agreed:

To approve an ABM request from Mr. & Mrs. Fred Seebode; 15408 Prince Fredrick Way & 3401 Parker Creek Ct. (Units# 123-A & 124-B) planting of a tree.

Resolution #13, 9/13/2016

6. Advisory Committees

- A. Emergency Preparedness: Mr. Darr reported that there will be a Fire & Safety forum on October 26, 2016 in Clubhouse II.
- B. Community Planning: Mr. Seebode reported that they have approved the site plan for the new Administration bldg. This approval is the design, layout and streets that is required for Montgomery County to start their approval process.
- C. Health: Ms. Jones reported that negotiations with MedStar were expected to begin soon. It looks promising that they may stay on the campus.
- D. E & R: Ms. Allston reported that the committee discussed the planning and events of the 50th Anniversary event.
- E. Energy: Mr. Haplin reported that a representative from Solar Energy World visited and discussed potential solar applications for Clubhouse I and Clubhouse II. They stated that with all the rebates, credits and returns that could be applied it would be possible to pay off a system within six years.
- F. Technology/LW News: Mr. Popper stated the LW News is successful and that Ms. Maureen and Ms. Stacy are both doing great work. Mr. Popper also reported that they are working with T-Mobile to discuss the possibility of putting towers on one of the high-rises to improve cellular services for the residents. Comcast will be scheduling a session in the future to discuss any billing or customer service questions.
- G. LWBOD Meeting : Ms. Allston reported that she attended the meeting on 30 August 2016 where the budget for 2017 was presented. The monthly fee for 2017 is \$166.50; a five-dollar increase in regards to the Mutual budget. Ms. Allston stated that the total operating budget is at \$9,288,729 dollars. She also reported that name of the Cascade Bistro has changed to the Clubhouse Grille. Also that Medstar thinks they will renew their contract with Leisure World

7. Treasurer's Report-

A. Mutual Financial Status Mr. Bradley reported that the financial report for July and August showed a combined surplus of nearly nine thousand dollars, That reduces the year-date deficit to just under nine thousand.

B Bills to Consider Mr. Bradley reported that there is a total of \$1,275.75 on the list of bills.

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$73.00 to Unclogged downspout at 15502 Prince Frederick Way 120-B (Hatton).

To pay Leisure World of Maryland Corporation \$40.00 to remove and disposed of damaged metal trim that was hanging off the garages at 3405 St. Leonards Court (Gilmore) & 3303 Solomons Court (Green).

To pay Leisure World of Maryland Corporation \$54.75 to clean gutter, unclogged downspout and underground pipe also washed at 3302 Solomons Court 100-B (Fulmer).

To pay C & R \$800.00 for Concrete repairs at 3400 Parker Creek Court (Quill) & 3408 Parker Creek Court (Greer).

To pay Clay Kenny Home Improvement \$220.00 for gutter cleaning and repairs of various units.

Resolution #11, 9/13/2106

Investment Actions Proposed: None.

- A. Mailing of the Proposed 2917 Budget. The proposed 2017 budget provides for an increase of \$7.67 per unit per month. The monthly condo fee, as increased, will average \$686.76. That is an increase of just over 1%. The Board is asked to approve mailing of the budget to the unit owners for their review, comments and questions. The Board will undertake final approval of the budget at the October 11,2016 meeting.

Upon motion duly made and seconded, the Board agreed-

To approve the following:

Mailing the proposed 2017 Operating Budget for Mutual 16. All comments regarding this proposed budget must be in writing and received.

Resolution #12, 9/13/16

- B. Other Matters of Concern:

Insurance Claim Repairs Completed: Ms. Allston reported that the repairs to the Molyneaux house have been finally completed. A request for \$5000 reimbursement was sent to Mr. Moy. Ms. Robar said that proof that it was received by Mr. Moy was obtained (it was sent certified mail).

8. Mutual 16 Committee Reports

- A. Social-Julie; Happy Hour at the Rock rescheduled: Ms. Allston reported that the flyer went out and that the event will take place 24 September 2016 @ 4:30PM. It will also be inserted in the newsletter.
- B. M16 Newsletter: Ms. Allston reported to the board that the next newsletter will be in September and if there is anything that anyone wants to put in there, to please send it to Rita Molyneaux.

- C. Maintenance; Request for RFP Attic Inspection: Ms. Allston reported that she did not follow up on this matter because she can't imagine anyone going up in the attic during the heat in the summer. She stated she started in March on this task. She also stated that she has the RFP and it has been approved. Hopefully the work can begin sometime in October.
 - D. Landscape: Mr. Darr reported that many people are complaining about crab grass. It is a result of all the rain last spring.
 - E. Emergency Preparedness: Mr. Darr stated there is an Emergency plan that will be in the newsletter.
9. Other Board Business; Website for Mutual 16- Ms. Allston stated that the website needs to be updated and she will follow up on the matter. Also the new phonebooks have been delivered. At least 6 residents were not included.
10. Next Board of Directors Meeting- Our Next Board of Director's meeting will be October 11, 2016 at 9:30 in the Sullivan Room in the Administration Building.
11. Open Forum- None
12. Adjournment- There being no additional business, the meeting was adjourned at 10:45 AM.

Joan Allston, President