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

July 11, 2017

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, July 11, 2017 at 9:30am.

Directors Present: Joan Allston, President; Jim Turner, Vice President; Edwin Bradley, Treasurer; Jeanie Jones, Director; Fred Seebode; Director

Members Absent: Jack Looney; Director, David Darr, Secretary

Management: Kevin Flannery, General Manager, Roberta Carter, Mutual Assistant

Visitors: Betsy Davis, Virginia Rehbehn, Janice Romanoff, Kay Looney, Rita Molyneaux, Julia Repeta, Robert & June Hortin

1. Call to Order- Mrs. Allston called the meeting to order at 9:30 am.
2. General Manager's Report- Kevin Flannery presented the General Manager's report for the month of July 2017. 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 from July 13, 2017 were approved as presented.
5. Correspondence /ABM(s)- None
6. Advisory Committees:
 - A. Emergency Preparedness- Joan Allston reported on behalf of Mr. Darr that there is nothing new to report at this time.
 - B. Community Planning- Mr. Seebode reported that the committee is working on updating their charter.
 - C. Health- Ms. Jones stated that the committee discussed the topic of requiring all buildings in Leisure World to be designated as "Smoke Free".
 - D. Energy- No report at this time.
 - E. Technology/LW News- No report at this time.

- F. LWCC BOD Meeting- Ms. Allston's report included: (1) The Fitness Center is over budget, \$64,000 for remodeling of the current Fitness Center to the Game Room was rescinded. Board approved. (2) The proposal to charge \$100 for the new fitness center was rejected. (3) The proposal to decrease the salary increase for LW employees from 1.75% to 1.7% was denied. (4) The Board of Directors denied a reduction in the Capital Equipment Fund of \$10k for a security sedan. (5) They proposal to install automatic doors in the Terrace and Activity Rooms was approved. (6) Linda O'Neil was elected to the Executive Committee; she is the President for Mutual 14. (7) The "Conflict of Interest" proposal was postponed.

7. Treasurer's Report-

- A. Mutual Financial Status- Mr. Bradley stated that the Mutual is in good standing.
- B. Bills to Consider- Mr. Bradley reported that there are twelve invoices in the amount of \$10,921.25 on the invoice list;

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$55.50 invoice# 108840 (Date of service: 5/31/17) cleaned all gutters and downspout as well as flushed underground drain system to ensure positive flow at 3412 Island Creek Court, Unit 127-A (Caponiti).

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$1,482.12 #109343 (Date of service: 6/08/17) dug out and removed pipe at 15548 Prince Frederick Way, Unit 116-A (Davis).

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$55.50 invoice#108836 (Date of service: 5/31/17) cleaned all gutters and downspouts and drain pipes at 15524 Prince Frederick Way, Unit 129-A (Veithaus).

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$45.00 invoice# 109396 (Date of service: 6/09/17) to clean blocked grate at 3400 Island Creek Court, Unit 129-B (Holdenried).

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$185.00 invoice #109945 (Date of service: 5/25/17) to locate and drain underground pipe at 3402 Parker Creek Court, Unit 96-B (Crooks).

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$55.50 invoice #108955 (Date of service: 5/31/17) to remove heavy debris from downspout and gutter. Cleaned rest of gutters at 15408 Prince Frederick Way, Unit 123-A (Seebode).

Upon motion duly made and seconded, the Board agreed:

To pay Leisure world of Maryland Corporation \$937.80 invoice #109949 (Date of service: 6/16/17) to go on the roof and repair a big opening in flashing above damaged area. Also repaired drywall at 3402 Parker Creek Lane, Unit 96-B. (Crooks)

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$4,755.88 invoice # 111009 (Date of service: 6/30/17) for ceiling/truss repairs at 95-B, 101-B, 103-A, & 103-B

Upon motion duly made and seconded, the Board agreed:

To pay McFall & Berry Landscape Management \$1,440.00 invoice# 189544 (Date of service: 10/31/07) for taking down & removal of 2 Lyland Cyprus Trees at 3423 Island Creek Court, Unit 132-A. (Werner)

Upon motion duly made and seconded, the Board agreed:

To pay McFall & Berry Landscape Management \$360.00 (Date of service: 5/31/17) for taking down & removal of 2 cherry trees at 15556 Prince Frederick Way, Unit 115-B. (Pulliam)

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Insurance Claim \$ 1,278.95 (Date of Occurrence: 06/28/17) found the stand pipe in 132-A was backing up & overflowing into Unit 132A, but resident never reported the leak at 3423 Island Creek Court, Unit 132-A. (Werner)

Upon motion duly made and seconded, the Board agreed:

To pay McFall & Berry Landscape Management \$270.00 (Date of Service: 7/7/2017) for the removal of a declining Pear Tree from the front yard and backfill hole w/soil and seed at 3308 Solomons Court.

Resolution #9, 7/11/17

C. Investment Actions Proposed- Mr. Bradley reported currently there are no investments situations. There will be in August. The Mutual is in a good financial status to cover the cost of the road work repairs.

8. Mutual 16 Committee Reports-

A. Social Event- Ms. Repeta reported that the June 10th “*Pizza Party at the Rock*” was a success and an abundance of homeowners attended. There will be an upcoming function in late September.

B. M16 Newsletter- Ms. Allston asked to please send any reports and/ or news to Rita for the July newsletter edition.

C. Maintenance- Joan Allston reported on behalf of Mr. Looney report included: (1) The attic repair project is still ongoing. (2) Two estimates were submitted to the Board for the wall repair near 15501 Prince Frederick Way. Both contractors reported the wall was not in any immediate danger of falling.

D. Landscape- Joan Allston reported on behalf of Mr. Darr stating that McFall & Berry plan to start work on the rock pale next week. Follow up letters were sent out to

homeowners who have not complied with pervious landscaping requests. The Board discussed the request by the resident at 15521 Prince Frederick Way to trim the Leyland Cypress tree by the corner of the unit. After discussion of the reason for the resident's request, the Board reiterated a pervious decision to maintain in a natural condition the trees and other vegetation along the church property. The trees and other vegetation serve as a screen and noise barrier from church activities and from traffic on Norbeck. The residents' request was denied.

Upon motion duly made and seconded, the Board agreed:
The Board agreed to deny the resident's request to trim the Leyland Cypress Tree at the corner of Mr. LeMieux unit located at 15521 Prince Frederick Way.

Resolution #10, 7/11/17

- E. Emergency Preparedness- No report at this time.

- 9. Other Board Business- Mr. Seebode stated that the paving of the streets in the Mutual is on track and will be started soon.

- 10. Next Meeting- Tuesday, August 8, 2017 9:30AM; Sullivan Room.

- 11. Open Forum- None

- 12. Adjournment- There being no additional business, the meeting was adjourned at 10:25AM.

David Darr, Secretary