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

June 13, 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, June 13, 2017, 2017 at 9:30am.

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

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

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

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 June 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 of April 11, 2017 were approved as presented.
5. Correspondence /ABM(s)
 - A. Correspondence- Ms. Allston shared with the Board a pamphlet from a law group for informational purposes, also informed the board about the nominations for government affairs advisory committee. Nominations must be submitted by August 1st, Ms. Allston stated that information will also be in the July Newsletter.
 - B. ABM(s)- Mr. Carl Riffle & Ms. Jean Mills submitted an ABM (Application for Building Modification) to remove 4 sliding doors and replace with sliding windows to the Florida Room at 3415 Island Creek Court, #131-A.

Upon motion duly made, the Board agreed:

To approve the ABM request from Mr. Carl Riffle & Ms. Jean Mills submitted an ABM (Application for Building Modification) to remove 4 sliding doors and replace with sliding windows to the Florida Room at 3415 Island Creek Court, #131-A.

Resolution # 7, 6/13/17

6. Advisory Committees-

- A. Emergency Preparedness- Mr. Darr stated nothing to report at this time.
- B. Community Planning- Mr. Seebode stated that the exercise area renovations are moving along quickly, but there is an over budget situation due to findings of some code violations that needs to be corrected.
- C. Health- Ms. Jones's report included: (1) Restaurant received another bad inspection report for the month of March/April, but the violations were minor and were corrected. The Health Department didn't get the report. (2) "Living Well" lecture will be held on June 30th with Dr. Sarah Kagan in Clubhouse I at 2:00pm to explore the different dimensions of grace as an approach to aging well. Free tickets are available in the E&R Office. (3) The Health Committee is sponsoring a "Memory Café" to talk about the early onsite of Alzheimer's.
- D. Energy- Mr. Halpin report included: (1) Nicole Gerke reviewed the status and process of the energy considerations for the planned Administration building, some of the cost considerations are the product cost, the installation, equipment cost and the of maintaining the system. (2) The trade-off study has not been completed to decide whether the energy source will be natural gas and or electric. (3) The Committee reviewed the EAC charter and prepared proposed changes that will be submitted to the LW Board of Directors for their review and approval. (4) The EAC reviewed and approved the presentation of the Committee's position on the use of solar equipment to be included in the future plan for the trust properties. The first presentation was May 2 to the LW Technical Committee. (5) The EAC now has a Vice-Chair. (6) A letter was sent to the LW Board soliciting the Board's approval to add three categories to the list of changes which qualify for a change in a home's E-Rating and, subsequently, that home's condo fee.
- E. Technology/LW News- No report at this time.
- F. LWCC BOD Meeting- Ms. Allston's report included: (1) The Board denied the proposal to go back and review the old Administration Building and the delay of the new construction project for the administration building. (2) There was an "Action without a meeting" motion passed that was decided it must be a unanimous and each director must vote. (3) It was approved to explore the possibility of bulk internet access for the community. (4) The revision of "Conflict of Interest" statement was postponed. (5) the Energy Advisory Committee amended to give credit for windows, doors and insulations was postponed.

7. Treasurer's Report-

- A. Mutual Financial Status- Mr. Bradley reported that with having the usual cold winter months begin the year with a considerable deficit, now down to \$12,500 in deficit.

- B. Bills to Consider- Mr. Bradley reported that there are eleven invoices in the amount of \$1,2335.13 on the invoice list;

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$111.00 invoice# 107575 (Date of service: 5/11/17) to remove all debris from the drain line to ensure positive flow and prevent back-up.

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$4,078.90 #107719 (Date of service: 5/15/17) for ceiling/attic repairs at Units 95-A, 96-A, 96-B, 97-A.

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$5,059.93 invoice#108665 (Date of service: 5/26/17) for ceiling/attic repairs at Units 98-B, 99-A, 110-B, 102-C.

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$45.00 invoice# 108485 (Date of service: 5/25/17) for reattached downspout that came off the gutter. Cleaned underground drain pipe at 15554 Prince Frederick Way, Unit 115-A (Frazier).

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation \$55.50 invoice #108481 (Date of service: 5/25/17) for cleaning gutters, unclogged downspouts, snaked underground pipe and washed at 15501 Prince Frederick Way, Unit 104-C (Popper).

Upon motion duly made and seconded, the Board agreed:

To pay Fred C. Johnson \$168.00 invoice #40028 (Date of service: 3/28/17) to repair astragal, lubricate and adjust garage doors at 3423 Island Creek Court, Unit 132-A (Werner).

Upon motion duly made and seconded, the Board agreed:

To pay McFall & Berry Landscape Management \$180.00 invoice #193707 (Date of service: 5/11/17) for taking down and removal of dead Canadian Cherry tree at 3427 St. Leonards court.

Upon motion duly made and seconded, the Board agreed:

To pay Malvin, Riggings & Company \$2,250.00 invoice # 1000063626 (Date of service: 4/30/17) for 2016 Audited financial statements. (All Units)

Upon motion duly made and seconded, the Board agreed:

To pay Leisure World of Maryland Corporation Postage invoice \$176.70 (Date of service: 4/18/17) for the mailing of "notice of Annual Meeting". (All Units)

Upon motion duly made and seconded, the Board agreed:

To pay Paul Eisenhaur \$100.00 (Date of service: 5/30/17) for re-registration, back-up and annual maintenance. (All Units)

Resolution #8, 6/13/17

- C. Investment Actions Proposed- Mr. Bradley reported currently there are no investments situations, but there are two CDs that mature in August.
8. Mutual 16 Committee Reports-
- A. Social Event- Ms. Repeta reported that the June 10th “*Pizza Party at the Rock*” social event was a success and an abundance of homeowners attended.
- B. M16 Newsletter- Ms. Allston stated to please send any reports and or news to Rita for the July/August newsletter edition.
- C. Maintenance- Mr. Looney reported included: (1) There has been a total of 15 attic repairs completed. (2) Another estimate was requested about the repair of the wall located near 15501 Prince Frederick Way.
- D. Landscape- Ms. Allston stated that she is still awaiting a proposal from McFall & Berry for the park landscape project. Mr. Darr stated that letters have been sent out to homeowners to address their landscape responsibility, most responded positively and corrected the issue.
- E. Emergency Preparedness- No report at this time.
9. Other Board Business- Mr. Seebode reported that still awaiting notice of when the street paving will begin, once notified the residents will be informed and instructed on what to do.
10. Next Meeting- Tuesday, July 11, 2017 9:30AM; Sullivan Room.
11. Open Forum- None
12. Adjournment- There being no additional business, the meeting was adjourned at 11:00AM.

David Darr, Secretary