

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

January 11, 2022

Pursuant to notice previously given, a regular meeting of the Board of Directors was held via ZOOM on Tuesday, January 11, 2022, at 9:30am.

Directors Present: Joan Allston, President; Bob Hortin, Vice President; Edwin Bradley, Treasurer; Doug Allston, Director; Jack Looney, Director; Betsy Davis, Director; Paula Seebode, Secretary

Management: Melissa Pelaez, Assistant General Manager – Kelly Rivera, Administrative Assistant, Mutual Services

Visitors: Various unit owners

1. Call to Order – The meeting was called to order at 9:32 a.m.

General Managers Report – Mrs. Pelaez gave the General Manager’s report. She gave an update on the Gate Access Project and announced that there is a shortage of staff in the Security department due to illness. The Beta group will begin to install the RFID readers for testing by the end of the week, depending on personnel, and the Alpha group continues to perform testing. The Clubhouse 1 project has been delayed due to the weather, but it should still be completed by the end of March. Mrs. Pelaez announced that the Leisure World Board held their annual elections last Friday, and that the following candidates were elected: Mr. Marks- Chair of the Leisure World Board, David Polinsky- Vice-Chair, Colette Trohan-Secretary/ Treasurer, and the members of the Board are Robert Malson, Patricia Hemstead, John VanDyke, and Linda Waka. The library in Clubhouse one and the computer center in Clubhouse two are currently closed until the end of January due to the new COVID-19 variant.

2. Correspondence/ABMs: No correspondence or ABMs at this time.
3. Approval of Agenda for January 11, 2022 BOD meeting– The agenda was approved as presented.
4. Approval of Minutes for December 14, 2021 BOD meeting– The minutes were approved as presented.

5. Treasurer’s Report- Ed Bradley

- a. Bills to consider

Upon motion duly made and seconded, the Mutual 16 Board of Directors agreed,

To pay for USI Insurance Services Invoice #3976083 in the amount of \$2,758.00 for the renewal of Mutual 16 Fidelity/Crime Insurance policy #105494837.

Resolution #64, 01/11/2022

b. Investment Actions

Upon motion duly made and seconded, the Mutual 16 Board of Directors agreed,

Resolved: The Board of Directors hereby authorizes Leisure World Accounting to reinvest all of the proceeds of the Capital Bank CD 100028 maturing on January 28, 2022 in a one-year CD on the best terms available.

Resolution #65, 01/11/2022

6. Advisory Committees

- a. E&R- Bob Hortin – Mr. Hortin reported that some programs have been cancelled.
- b. Golf- Doug Allston – No report at this time.
- c. Health- Jeanne Jones – No report at this time.
- d. Landscaping- Betsy Davis – No report at this time.
- e. CPAC/Technology/ Strategic Planning- Art Popper- No report at this time.
- f. Tennis/ Pickleball - Dee Berkholtz- No report at this time.
- g. Security & Transportation- Harry Geehreg- No report at this time.
- h. Leisure World BOD- No report at this time.

7. Insurance Report- Betsy Davis/ Paula Seebode- Ms. Seebode reported that she requested and received a copy of the Directors and Officers insurance policy, and that she will submit this document to Jeff Rice for his review.

8. Mutual 16 Committee Reports:

- a. M16 Newsletter- Chris Everett- Mr. Everett stated that the newsletter is on track, and that he has received lots of content.
- b. Maintenance-Jack Looney- Mr. Looney reported that a few complaints regarding roof shingles and downspouts have been received, and that a contract for concrete work at 15504 Prince Frederick Way and 3408 Parker Creek Lane is scheduled to begin in February.
- c. Social- Julie Repeta- No report at this time.
- d. Park- Paula Seebode- Ms. Seebode reminded everyone that monetary donations would be greatly appreciated to decorate the park in the Spring of 2022.
- e. Landscape- Doug Allston- No report at this time.

9. Open Forum- Joe Halpin had a question regarding the increase in Condominium fees and where the money was going to. Board members clarified and broke down how the money is distributed with over 80% of the increase paying the property insurance premium.
10. Next Agenda Meeting – Agenda meeting will be held on 2/3/2022 at 1PM in Clubhouse 2.
11. Next BOD Meeting – The next Mutual 16 Board meeting will be held 2/8/2022 at 9:30 AM via Zoom.
12. Adjournment – The meeting was adjourned at 10:11 AM.