

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

March 8, 2022

Pursuant to notice previously given, a regular meeting of the Board of Directors was held via ZOOM on Tuesday, March 8, 2022, at 9:30am.

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

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 9:31 a.m.
2. Community Report – Mrs. Pelaez gave the March 2022 Community report. She reported that the auditors are completing all work with the accounting department and that the draft audits should be completed near the end of March. Audit presentations are scheduled for April. She also stated that the accounting department recently relocated to the Baltimore room in Clubhouse one and that payments are still being accepted in the Administration building. The Gate Access Project is moving along. Elizabeth Hamilton is currently contacting residents to schedule the installation of RFID readers. She reported that Tom Snyder continues to work with DMA Reserves, and that a draft report of the Community's Reserve Study is scheduled to be presented to the Leisure World Board by the end of April. Storm Water Management is being completed in clubhouse one and the project should be completed by the end of April. Robert Kimble presented his vision of the community after his first 90 days to the Executive and Leisure World Board and will be presenting this to the community as well. The Town Hall meetings are scheduled for March 29 at 2:00 PM (Hybrid), March 30th at 6:00 PM (In Person), and March 31st at 10:00 AM in Clubhouse one. Mrs. Pelaez answered all questions.
3. Approval of Agenda for March 8, 2022 BOD meeting– The agenda was approved as presented.
4. Approval of Minutes for February 8, 2022 BOD meeting– The minutes were approved as presented.
5. Correspondence/ABMs- Berkholtz, Bridgeman, Manning- The Mutual 16 Board of Directors approved an ABM submitted by India Berkholtz to renovate the kitchen at 15509 Prince Frederick Way. The Board also agreed to conditionally approve an ABM

from Robert Bridgeman at 3413 St. Leonards Court and Jane Manning at 15503 Prince Frederick Way to replace windows pending a positive PPD recommendations.

6. Treasurer's Report- Ed Bradley

a. Investment Actions

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

Resolved: The Mutual 16 Board of Directors hereby authorizes Leisure World Accounting to reinvest all of the proceeds of the Capital Bank CD 131000.M016.100029 maturing on March 16, 2022 at the highest available rate.

Resolution #69, 03/08/2022

7. Advisory Committees

- a. E&R- Bob Hortin – Mr. Hortin reported that there is a proposal to renovate the showers of the indoor pool and fitness center and that the estimated cost is \$80,000, which is not budgeted for this year. He also stated that Mr. Kimble suggested that the E&R Committee change its name to “Lifestyle Committee,” and that Ray Desir is the new Chief of the E&R department.
- b. Golf- Doug Allston – Mr. Allston reported that the first phase of the renovation is scheduled to begin this month, which will address 11 areas of the golf course that tend to overflow when it rains.
- c. Health- Jeanne Jones – Mrs. Allston reported that there is no progress regarding the re-negotiation of a contract with Medstar, and that the committee passed a resolution to require COVID vaccines or periodic testing of all Leisure World employees. Mr. Hortin reported that the Leisure World Board of Directors deferred this recommendation to Robert Kimble because he is the direct supervisor of all Leisure World employees.
- d. Landscaping- Betsy Davis – Mrs. Allston reported that yard debris has resumed and that it will be picked up on Mondays and Thursdays by request. Ms. Davis reported that the committee will meet this upcoming Thursday.
- e. CPAC/Technology/ Strategic Planning- Art Popper- Mrs. Allston reported that CPAC is starting to look into the idea of recommending that Leisure World pursues the Master Planning for the future of the community. She also stated that she emailed information on electric vehicle charging stations, and the possibility of these being installed in clubhouse one and clubhouse two at the end of the year to residents.
- f. Tennis/ Pickleball - Dee Berkholtz- Ms. Berkholtz reported that there is a subcommittee that will discuss different options regarding the use of the courts.
- g. Leisure World BOD- Mr. Hortin previously submitted a written summary of the BOD meeting to M16 board members

8. Insurance Report- Betsy Davis/ Paula Seebode- Ms. Davis reported that they will have a Zoom meeting with an insurance broker on Thursday to review and discuss a proposal for Mutual 16.

9. Mutual 16 Committee Reports:

a. M16 Newsletter- Chris Everett- Mrs. Allston reported that the newsletter is ready, and that Mr. Everett is just waiting for the information regarding yard debris pick up.

b. Maintenance-Jack Looney-

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

To pay for J&M Solutions Invoice #2130 in the amount of \$75.00 for replacing one blown out shingle at 3302 Solomons Court.

Resolution #70, 03/08/2022

To pay for M. Taylor Invoice #3047 in the amount of \$7,800.00 for the installation of two piers with slab brackets at 3408 Parker Creek Road.

Resolution #71, 03/08/2022

To pay for M. Taylor Invoice #3048 in the amount of \$5,700.00 for installing exterior footings for settled patio crack, repairing crack in patio, and installing carbon fiber perpendicular to crack in patio; and to seek an \$800.00 reimbursement from John Fajnor, owner of 15411 Prince Frederick, for the cleaning and reinstallation of existing floor tiles and new tiles.

Resolution #72, 03/08/2022

To approve Air Quality Technology Proposal #401-906 for dryer vent cleaning services in the amount of \$4,655.00 upon work completion.

Resolution #73, 03/08/2022

c. Social- Julie Repeta- Mrs. Allston reminded everyone that the Annual Meeting is scheduled for the 3rd Thursday in May, and that it will be in-person. There will be a social hour from 1:00-2:00 PM before the beginning of the meeting.

d. Park- Paula Seebode- No report at this time.

e. Landscape- Doug Allston- No report at this time.

10. Open Forum- Mrs. Allston reminded everyone to send in their resumes if they are interested in becoming a part of the Mutual 16 Board of Directors. Ms. Berkholtz suggested that all residents consider putting their address on their recycling bins in case the strong winds blow them to someone else's home, and Mrs. Allston stated that she'll ask Mr. Everett to add this suggestion to the newsletter. Joe Halpin had questions about the Mutual's rules and barbeque grills and Mr. Allston stated that he wrote an article with information regarding grills in the upcoming newsletter. Janet Gilbride commented that the Mutual's rules should apply to everyone.

11. Next Agenda Meeting – Agenda meeting will be held on 4/7/2022 at 1PM in Clubhouse 2.
12. Next BOD Meeting – The next Mutual 16 Board meeting will be held 4/12/2022 at 9:30 AM via Zoom.
13. Adjournment – The meeting was adjourned at 10:39 AM.