

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

April 12, 2022

Pursuant to notice previously given, a regular meeting of the Board of Directors was held via ZOOM on Tuesday, April 12, 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: Crystal Castillo, Vice President & Chief Operating Officer; Kelly Rivera, Administrative Assistant, Mutual Services

Visitors: Various unit owners

1. Call to Order – The meeting was called to order at 9:30 a.m.
2. Community Report – Mrs. Castillo gave the April 2022 Community report. She reported that the Gate Access Project is in full effect and that the Beta group will be contacted this week to get their RFID installed on their vehicles. The Security & Transportation Committee will be meeting on Thursday and they will discuss having the Security team take a photo of these residents to add it to their Leisure World resident ID cards. The Reserve study is completed and the Clubhouse one project is still on schedule. Mrs. Castillo also reported that the Townhall meetings were well received and that a total of about 700 residents participated. She answered all questions and comments.
3. Approval of Agenda for April 12, 2022 BOD meeting– The agenda was approved as presented.
4. Approval of Minutes for March 8, 2022 BOD meeting and Minutes for Insurance Meeting for March 31, 2022– The minutes were approved as presented.
5. Correspondence/ABMs- Berkholtz, Bridgeman, Manning- The Mutual 16 Board of Directors approved the following ABMs:

Replacement of four exterior sliding doors in the Florida room at 15509 Prince Frederick Way (Berkholtz).

Replacement of four windows at 3413 St. Leonards Court (Bridgeman).

Replacement of four sun room doors at 15503 Prince Frederick Way (Manning).

6. Treasurer's Report- Ed Bradley

a. Bills to Consider

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

To approve payment to LWMC invoice #207353 in the amount of \$157.50 for gutter cleaning at 3300 Solomons Court.

Resolution #78, 4/12/2022

To approve payment to Gross Mendelsohn invoice #392386 in the amount of \$1,270.00 for final billing in connection with the audit of the financial statements and related tax return preparation for the year ended December 31, 2021.

Resolution #79, 4/12/2022

To approve payment to J&M Construction invoice #2085 in the amount of \$300.00 for the installation of two BDLS shingles and resealing at 3319 Solomons Court.

Resolution #80, 4/12/2022

To approve payment to J&M Construction invoice #2112 in the amount of \$155.00 for replacing a blown out shingle at 3407 Parker Creek.

Resolution #81, 4/12/2022

To approve payment to J&M Construction invoice #2111 in the amount of \$125.00 for reinstalling two pieces of siding in front of the chimney at 3409 St. Leonards.

Resolution #82, 4/12/2022

To approve reimbursement to Leisure World in the amount of \$545.46 for the insurance claim made regarding HVAC water damage clean-up, and for Leisure World to seek for reimbursement from the owner of 3415 Island Creek Court for the insurance claim made in the amount of \$545.46.

Resolution #83, 4/12/2022

To approve payment to Associated Insurance Management, LLC invoice #100620 in the amount of \$1,986.00 for the new Commercial Excess Liability and RPG fee- Insurance Policy #USL01482121U-78687, effective 4/1/2022 to 4/1/2023.

Resolution #84, 4/12/2022

To approve payment to Associated Insurance Management, LLC invoice #100619 in the amount of \$2,730.00 for the New Fidelity Bond/Crime and Directors & Officers Liability and administrative fee- Insurance Policy #619006996, effective 4/1/2022 to 4/1/2023.

Resolution #85, 4/12/2022

To approve payment to Community As

Association Insurance Solutions invoice #4494781 in the amount of \$495.00 for Worker's Compensation, policy #2022011384163Y, effective 4/1/2022.

Resolution #86, 4/12/2022

To approve payment to Greater New York Mutual Insurance Company in the amount of \$14,230.04 for the first installment payment for Mutual 16 Commercial Package Policy number 1119M98917, effective 4/1/2022 to 4/1/2023.

Resolution #86B, 4/12/2022

b. 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 redeem all of the proceeds of the First Internet Bank CD 131000.M016.100019 maturing on April 20, 2022, and to put the funds in a money market account at the best available rate.

Resolution #87, 4/12/2022

7. Advisory Committees

- a. E&R- Bob Hortin – Mr. Hortin reported that the renovations for the indoor pool & fitness center showers have been delayed until early July, and that there are two proposals to create a Diversity Relations Council and a Vedanta Study Circle. The committee will review these proposals and discuss them during the May meeting.
- b. Golf- Doug Allston – No Report.
- c. Health- Jeanne Jones – Ms. Jones reported that Medstar is looking for a new administrator, and that Dr. Coleman, one of the PCP's, is retiring in June. The Vice president for Ambulatory Services was scheduled to come and talk to the Health Committee, but he was unable to come. Medstar is also seeking for a new Endocrinologist and the Drug Take-Back Day has been rescheduled for April 30th. No liquids or ointments will be received. The Health Fair is scheduled for May 19th. The medical center is offering second booster shots of the Moderna vaccine.
- d. Landscaping- Betsy Davis – Ms. Davis reported that the committee had their first meeting for the year 2022, and that new members were introduced. Jane Gervais and Jennifer Dabson are the new co-chairs of the Landscape Committee. The Diversity Council is looking to collaborate with the Landscape Committee to add benches and landscaping for Henderson Park.
- e. CPAC/Technology/ Strategic Planning- Art Popper- Dr. Popper reported that the committee found a company that will come and look at where electric car chargers can be placed in Leisure World. CPAC is discussing various proposals of things to be built at Leisure World, but committee members have questions about having a master plan for each of these proposals, which will include the location of these

items as well as future maintenance. The Strategic Planning Committee is looking into developing better communication between management and residents. Dr. Popper answered all questions and comments.

- f. Tennis/ Pickleball - Dee Berkholtz- Ms. Berkholtz reported that the chair of the committee will be resigning and is currently looking for someone to replace her. The pickleball group had an increased of over 16 members in the last six months.
 - g. Leisure World BOD- No Report.
8. Insurance Report- Betsy Davis/ Paula Seebode- Ms. Seebode reported that a letter was sent to Crystal Castillo requesting for Mutual 16 to be removed from the Leisure World Master Policy, and that a representative from Greater New York will be coming to the Mutual on April 20th to do a losscontrol survey.
9. Mutual 16 Committee Reports:
- a. M16 Newsletter- Chris Everett- Mr. Everett reported that the newsletter will be ready for proofreading this afternoon.
 - b. Maintenance-Jack Looney- Mr. Looney reported that he has received several calls regarding flying objects due to the strong winds. Mr. Hortin reported that the Dryer Vent Cleaning project will begin this upcoming Monday, April 18, 2022.
 - c. Social- Julie Repeta- Mrs. Allston reported that the Social Committee will provide coffee & cookies prior to the Annual Meeting on May 19 from 1:00-2:00pm. The Annual Meeting will be in-person at 2pm.
 - d. Park- Paula Seebode- Ms. Seebode reported that the committee had a clean-up session and that hardy perennials were planted.

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

To give \$300.00 to the Park Beautification Committee for Spring flowers.

Resolution #88, 4/12/2022

- e. Landscape- Doug Allston- Mr. Allston reported that the committee will have a walk-through in May to inspect all trees and units.

10. Open Forum-

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

To authorize Joan Allston or Ed Bradley to approve payment of bills presented between this date and May 2022, on condition they are clearly the responsibility of Mutual 16 to pay.

Resolution #89, 4/12/2022

11. Next Agenda Meeting – Agenda meeting will be held on 5/5/2022 at 1PM in Clubhouse 2.

12. Next BOD Meeting – In lieu of a BOD meeting, the Annual Meeting will take place on Thursday, May 19, 2022 at 2:00pm. Coffee and cookies will proceed the meeting from 1:00-2:00pm.

13. Adjournment – The meeting was adjourned at 10:37 AM.

DRAFT