

MUTUAL 16 – CONDOMINIUM OF ROSSMOOR, INC.
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
April 8, 2025

Pursuant to notice previously given, a regular meeting of the Board of Directors was held in person in the Rossmoor Room in Clubhouse II and via ZOOM on Tuesday, April 8, 2025, at 9:30 AM.

Directors Present: **Paula Seebode**, President; **Chris Everett**, Secretary; **Doug Allston**, Director; **Arthur Popper**, Director; **Kevin Bishop**, Director **Richard Lawlor**, Director. and **Marcia Laundry**, Director.

Management: **Nancy Sprinkle**, Senior Property Manager; **Michael Glick**, Administrative Assistant, Mutual Services.

Residents: **Joe Joyner and Dee Berkholtz**

1. **Call to Order** – The meeting was called to order at 9:30 AM.
2. A meeting of the Board of Directors may be held in closed session in accordance with the requirements of Section 11-109.1 of the Maryland Condominium Act for the following purposes: (8) discussion of an individual owner's assessment

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

To approve going into a closed session following a regular meeting.

Resolution #74, 4/8/2025

3. **Approval of Agenda for April 8, 2025, BOD meeting** – The agenda was approved as amended to add "Insurance Committee" under 9-D.
4. **Approval of Minutes for March 11, 2025, BOD meeting** – The minutes were approved as presented.
5. **Reports from M16 Officers:**
 - a. **Presidents Report** – Ms. Seebode submitted the following:

- ABM's-

- **3406 St. Leonard's Ct.-**

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

To approve an ABM to replace three windows with the same color and design. The contractor will not be permitted to place yard signs according to the bylaws.

Resolution #75, 4/8/2025

- **3401 St. Leonard's Ct.-**

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

To approve an ABM Lite to paint the front door and side door black.

Resolution #76, 4/8/2025

- **3403 St. Leonard's Ct-** The Mutual 16 Board of Directors agreed, to disapprove an ABM Lite to plant an Arizona Cypress tree in the common area around the utility box.
- **15556 Prince Fredrick Way**

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

To approve an ABM to install radon mitigation.

Resolution #77, 4/8/2025

-LW BOD Meeting – Ms. Seebode reported on the LWCC meeting-

1. Introduced Heather McGeeney as VP of Property Management.
2. Norbeck Gate Ad Hoc Committee met to discuss next steps Security has if ICE wants to enter LW: Must have proper documents, will be escorted by Security and LW general counsel.
3. Trash and recycling costs over budget because of repair cost and renting replacement vehicles. They are exploring ways to mitigate these extra costs.
4. A motion to change the LWCC Open Forum policy failed.
5. A motion to make scheduling the Organizational Meeting of the LWCC board more flexible passed.
6. A motion to make fewer hard copies of meeting packets for LWCC Board available was passed.
7. A motion to make the Vice Chair of the LWCC Board coordinate the work of the committees and be a liaison between the board and the committees passed.
8. A motion passed to have the Vice Chair assume the office of the Chair for the remainder of the term if the office of the chair is vacated before the end of term.
9. Accepted a proposal from H&H concrete for \$120,000 to repair the pickleball courts.

- Zoom Participants Sound- Ms. Seebode reported that visitors on Zoom can't hear in the Rossmoor room of Clubhouse 2.

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

The Board will have the June, July and August meetings in the Administrative Building in room B. five voted yes, two voted no.

Resolution #78, 4/8/2025

- Board Meeting in May-

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

The Board agreed to cancel the Board of Directors meeting in May 2025.

Resolution #79, 4/8/2025

- Board Approved Charity-

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

To approve the Club to Help Neighbors In Need Club as the Mutual's charity.

Resolution #80, 4/8/2025

a. Treasurer's Report – Mr. Bradley submitted the following:

- **Investments** – Mr. Bradley reported there is an acquisition of another \$50,000 CD from the Replacement Reserve from condo fee funding. It will be a 4 or 5 year CD at a rate between 3.5 and 4%.

b. Secretary's Report – Mr. Everett-

- **Newsletter-** No report

6. Reports from M16 Coordinators:

a. M16 Maintenance – Mr. Allston presented the report which included updates on five current maintenance projects.

- Projects

- **15548 Prince Fredrick Way Drainage-** The Board will have the rain spouts cut off instead of digging up the pipes in the ground going forward. The atrium is no longer flooding.
- **15408 Prince Fredrick Way-** Mr. Allston reported he contacted Aaron Tenley and Austin Angles to find out the status of the tree removal.
- **Tree Removal Letter-** Management will draft a letter to send to unit owners when trees will be cut down near their properties.
- **Rain Spouts-** Mr. Allston will be getting a proposal to cut the downspouts off all the homes in Mutual 16 to have the water go on ground level instead of going into the underground drains.
- **Numbers on Curb-** Mr. Allston will get proposals to repaint several numbers on the curb.

- Proposals-

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

To approve the hiring of J&M for rake Board replacement to pay the deposit before the work begins and pay the remaining invoices upon completion. The invoices will be paid from replacement reserves.

Resolution #81, 4/8/2025

b. M16 Landscape

- Invoices

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

To approve paying invoice #235127 in the amount of \$1,298.05 to extend the retention wall railing behind 3404 Island Creek. Payment to come from replacement reserve.

Resolution #82, 4/8/2025

- **McFall & Berry Proposal #16765-** The Board will table this proposal for ladybug dispersal until they receive more information.

7. M16 Social Events/Welcoming

- **Annual Meeting Thursday, May 15th 1 PM Reception-** Ms. Seebode announced the Annual Meeting will be held on May 15th at 2 PM. She also announced there will be refreshments starting at 1 PM. The Annual Meeting will be on Zoom as well.

8. Report from Property Manager – Nancy Sprinkle –

- **Community Report** – The March 2025 Community Report was distributed and reviewed.
- **Work Request Update-** The April 2025 work request chart was distributed and reviewed.
- **Previously Approved Invoices** - The previously approved invoice chart was distributed for the Board's review.
- **Reserve study-**

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

To approve a Level 3 reserve study for \$1,200,00. A deposit of 50% to be paid before the work starts and the balance to be paid upon work completion. Payment to come from replacement reserves.

Resolution #83, 4/8/2025

9. Reports from Leisure World (LW) Advisory Committees

- a. **LW Golf** – Mr. Allston presented the April 2025 golf report.
- b. **LW Landscaping** – No report.
- c. **LW Technology – Art Popper** – No report.
- d. **LW Insurance – Joan Allston** – The renewal is not until August. I think not much was accomplished so far in advance. The representative from USI did not want to commit to anything and one of them seemed unprepared.
Several months ago I did talk to our agent who we worked with to get our coverage about getting a quote from another broker. He explained it would be very time intensive and that he was ill and was going to have to close his agency. He said he would get back to me if he could get anyone to work on it. I never heard from him again.
Note: Joan was asked to continue to attend insurance committee meetings and since Jeff Rice, our original agent, has been sick, we have gotten answers to questions about M16 insurance from Joey Rice, jerice4@aimcommercial.com and Barbara Reynolds, bjreynolds@aimcommercial.com.

10. Open Forum – No report.

- 11. Next Planning Meeting** – The next planning meeting will be on Thursday, May 1, 2025, in person at 1:00 p.m. in Clubhouse Two Rossmoor Room.
- 12. Next BOD Meeting** – The next Board meeting will be on Tuesday, June 10, 2025, at 9:30am, in person and via Zoom.
- 13.** The Annual meeting of the Council of Unit Owners will be Thursday, May 15, 2025 at 2:00 pm in person in the Norbeck Room of Clubhouse 2 and via Zoom. Reception at 1:00 pm
- 14. Adjournment** – The meeting was adjourned at 10:59 AM.