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

October 9, 2018

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, October 9, 2018 at 9:30am.

Directors Present: Joan Allston, President; Doug Allston, Director, Jeanie Jones, Vice President; Edwin Bradley, Treasurer; Paula Seebode, Director; Jack Looney, Director

Absent Director: Bob Hortin, Director

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

Visitors: Jim Turner, Kay Looney, Arthur Popper, Janice Romanoff, John Fajnor, Robert Pechacek, Betsy Davis, Virginia Rehbehn, Rita Molyneax

1. Call to Order- Ms. 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 October 2018. 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 from September 11, 2018 were approved as presented.
5. Advisory Committees:
 - A. Emergency Preparedness- No report at this time.
 - B. Community Planning- No report at this time.

Golf & Greens- Mr. Allston mention they will pick up membership.

Health- No report at this time.

Landscape- Ms. Davis stated the committee will be reviewing the remaining proposals for replanting that was deferred from spring and get them approved.

Energy- Bob Pechacek mentioned that the committee is looking to see if LW could install solar powering throughout the community.

Technology/LW Communication- Mr. Popper's report included: (1) Current contract with Comcast will end July 2020, response was received from the RFI (Request for Information) that was sent out to various companies asking what services can be provided besides TV and Internet. (2) Newspaper is going well. Looking into ways to improve email communication within the community. (3) An RFP (Request for Proposal) was submitted to several groups to conduct a strategic planning for Leisure World, interviewing several companies.

Education & Recreation- Ms. Allston's report included: (1) The revised pool rules were approved. A request to extend the hours of the pool was taken under consideration until additional costs can be determined. (2) Renovations to the old fitness center will be completed by the end of the month, which will become the ping pong room. (3) The volleyball group existing play hours both inside and outside will remain the same. (4) The new club call "*New York Friends*" was approved.

LWCC BOD Meeting- Ms. Allston stated no action items were discussed.

6. Treasurer's Report- Ed Bradley; Proposed Preliminary Budget- Mr. Bradley reported that the proposed budget was revised for an average monthly condo fee of \$683, a decrease of \$8.31 from the 2018 level. After Board discussion, the Board approved the mailing of the proposed 2019 budget.

A. To approve the 2019 Budget-

Resolved, the Board of Directors of Mutual 16 hereby approves the 2019 budget in its revised form establishing an average monthly condo fee of \$683.

Resoultion#21, 10/9/18

B. Bills to Consider- Mr. Bradley reported that there are five invoices in the amount of \$1,659.95 on the invoice list;

Upon motion duly made and seconded, the Board agreed:

To pay **J&M Construction Solutions, LLC \$100.00 Invoice#1658** (Date of service: 10/7/18) cleared stopped up underground drain, and installed water deflectors at the left and right of chimney on gutters at 15407 Prince Frederick Way.

Upon motion duly made and seconded, the Board agreed:

To pay **McFall & Berry \$1,045.00 Invoice#200987** (Date of service: 9/17/18) remove declining Oak Tree at 15408 Prince Frederick Way.

Upon motion duly made and seconded, the Board agreed:

To pay **McFall & Berry \$325.00 Invoice#200988** (Date of service: 9/17/18) remove Crab Apple Tree at 15546 Prince Frederick Way.

Upon motion duly made and seconded, the Board agreed:

To pay **McFall & Berry \$75.00 Invoice#201001** (Date of service: 9/17/18) backfill hole next to curb at 15520 Prince Frederick Way.

Upon motion duly made and seconded, the Board agreed:
To pay **LWMC Postage \$114.95** (Date of service: 9/11/18) mailing of the 2019 proposed budget for 30day review to unit owners.

Resolution#22, 10/9/18

Investment Actions Proposed- Financial Status of Mutual- None at this time.

Reserve Study- Mr. Bradley stated a reserve study was last done for Mutual 16 in 2013 for the first time. The Board has agreed that a new study should be undertaken. The Board authorized Fred Seebode to investigate potential companies that might do the study. He invited the company Reserve Advisors to make an offer, which it has.

M16 Management & Operating Agreement- After board discussion, board agreed to the following:

As it was presented, Board of Directors of Mutual 16 approve the 2019 Leisure World of Maryland Corporation Management & Operating Agreement dated September 27, 2018.

Resolution#23, 10/9/18

7. Mutual 16 Committee Reports-

- A. Social Event; Pizza Party at the Rock- The ***“Pizza at the Rock”*** held on September 7th was successful. Thanks to all that attended.

M16 Newsletter- Ms. Allston stated the October Newsletter will be delivered soon.

Maintenance- Mr. Allston stated a contractor has been contacted to repair the cracked atrium at Ms. Day home.

Landscape- No report at this time.

8. Other Board Business- Advisory Committee Nominations- The mutual could still use people to serve on Audit, Budget & Finance, Insurance, Physical Properties, Restaurant or Tennis. Please submit an application to Joan Allston by October 25th.
9. Open Forum- None.
10. Next Meeting- Tuesday, November 13, 2018 9:30AM; Sullivan Room.
11. Adjournment- There being no additional business, the meeting was adjourned at 11:00AM.

Paula Seebode, Secretary

