

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

October 11, 2022

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

Directors Present: Joan Allston, President; Betsy Davis, Vice President; Paula Seebode, Secretary; Edwin Bradley, Treasurer; Doug Allston, Director; Jack Looney, Director; Ellen Darr, 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 9:33 a.m.
2. Community Report – Mrs. Pelaez reported that Jim Rudnick was hired as the new security manager and that John Zuk was hired as the new business manager for the Physical Properties department. She also reported that residents at Vantage Point East, Vantage Point West, and Creekside had their RFIDs installed, and that the Security department predicts that RFID installation for residents in the high-rise buildings and Montgomery Mutual will be completed by Thanksgiving. All other Mutuels will be scheduled to complete RFID installation after the high rises are completed. The Leisure World Board of Directors selected and approved H&H Concrete for the Gleneagles Drive Stormwater Management project, which will begin once all permits have been received. The Maryland room is now open, and the curb ramp at the circular driveway will be completed by PPD. Mrs. Pelaez also reported that the admin building project is still in the works, and a public hearing will be held on November 3rd, 2022 to approve the minor amendments made to the project. A community wide shredding day has been scheduled for November 12 in the administrative parking lot. Mrs. Pelaez answered all questions.
3. Approval of Agenda for October 11, 2022 BOD meeting – The agenda was approved as presented.
4. Approval of Minutes for September 13, 2022 BOD meeting – The minutes were approved as presented.
5. Correspondence/ABMs/AWM – An Action Without a Meeting was approved by the Mutual 16 Board of Directors to approve payment to Jiffy Plumbing and Heating and M. Taylor.

6. Advisory Committees

- a. Lifestyle – Bob Hortin – No report
- b. Golf – Doug Allston – No report.
- c. Health – Jeanne Jones – Ms. Jones reported that the contract between Medstar and Leisure World is still being negotiated, and that two representatives from Medstar attended the last Health Advisory Committee meeting. Flu shots and COVID booster shots are being administered to residents by appointment at the pharmacy. Drug take-back day is scheduled for October 29 in the medical center. Psychiatric services continue to be inadequate.
- d. Landscaping – Betsy Davis – Ms. Davis reported that the Committee met with representatives from PPD regarding redoing the landscaping around the globe, and that expenses for changes made to the globe are a part of the 2022 budget.
- e. CPAC/Technology/ Strategic Planning – Art Popper – No report.
- f. Tennis/ Pickleball – Dee Berkholtz – No report.
- g. Leisure World BOD-No report

7. Mutual 16 Committee Reports:

- a. M16 Newsletter – Chris Everett – Mr. Everett reported that there will be a ballot added to the October edition of the newsletter for residents to vote for a name for the Mutual. Anonymous donors have agreed to pay for two signs with the Mutual's new name on them.
- b. Maintenance – Jack Looney – Mr. Looney reported that the repairs for the sunroom at 3303 Solomons Court have begun, and that Miss Utility was contacted so that they can provide a survey regarding this home.
- c. Social – Julie Repeta – No report.
- d. Park – Paula Seebode – No report.
- e. Landscape – Doug Allston – No report.
- f. Rules Committee – Ms. Seebode reported that the Committee presented a draft version of the revised bylaws to the Mutual 16 Board of Directors for their review.

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

To sign the letter of engagement from Rees Broome, PC for a written legal review of the Mutual 16 proposed bylaws revision for a cost of \$650.00 or less; and further to pay for the review after the service is rendered, when an invoice from Rees Broome, PC is received, as long as the invoice is \$650.00 or less.

Resolution #37, 10/11/2022

8. Treasurer's Report – Ed Bradley –

- a. Bills to Consider –

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

To approve to make payment to McFall & Berry invoice #217420 for tree pruning at 3317 and 3300 Solomons Court; and tree removal at 15407, 15509 Prince Frederick Way, and 3400 Parker Creek in the amount of \$2,660.00.

Resolution #38, 10/11/2022

b. 2023 Proposed Budget–

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

Resolved: The Mutual 16 Board of Directors hereby approves sending the proposed 2023 budget to all unit owners for their questions and comments to be submitted by November 4, 2022.

Resolution #39, 10/11/2022

Resolved: Whereas the unexpected large increase in the electric expense requires that full funding of the reserves be deferred, the Board of Directors hereby directs Leisure World accounting to make no transfer of funds to the reserves in November and December, 2022.

Resolution #40, 10/11/2022

9. Open Forum – No report.

10. Next Agenda Meeting – Agenda meeting will be held on 11/3/2022 at 1PM in Clubhouse 2.

11. Next BOD Meeting – The next BOD meeting will be on 11/8/2022 at 9:30am via Zoom.

12. Adjournment – The meeting was adjourned at 11:04 AM.