

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

December 13, 2022

Pursuant to notice previously given, a regular meeting of the Board of Directors was held via ZOOM on Tuesday, December 13, 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.

Management: Robert Kimble, General Manager; Kelly Rivera, Administrative Assistant, Mutual Services.

Visitors: Various unit owners.

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1. Call to Order– The meeting was called to order at 9:30 a.m.
 2. Community Report– Mr. Kimble reported that the new software for property management and accounting “CINC” is scheduled to be used by Leisure World starting January 2023. A demonstration of the new software will be given today from 3:00pm-5:00pm. The M&O agreement for all non-high-rise Mutuals is scheduled to be reviewed today, and Mr. Kimble also reported that he is currently searching for grant writers. Mr. Kimble answered all questions and comments.
 3. Approval of Agenda for December 13, 2022 BOD meeting– The agenda was approved as presented.
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4. Approval of Minutes for November 8, 2022 BOD meeting– The minutes were approved as presented.
 5. Correspondence/ABMs/AWM– Mrs. Allston reported that Ellen Darr resigned from the Mutual 16 Board of Directors effective December 6, 2022.

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

To approve an ABM to replace three windows and five sliding glass doors at 3400 Island Creek Court.

Resolution #45, 12/13/2022

6. Advisory Committees
 - a. Lifestyle– Bob Hortin– No report
 - b. Golf– Doug Allston– No report.

- c. Health– Jeanne Jones– Mrs. Allston reported on behalf of Ms. Jones. The Committee continues to work on the contract with the medical center, and an Advisory Committee for Medstar has been developed.
- d. Landscaping– Betsy Davis– No report.
- e. CPAC/Technology/ Strategic Planning– Art Popper– No report.
- f. Tennis/ Pickleball– Dee Berkholtz– The Tennis and Pickleball Advisory Committee has been dissolved.
- g. Leisure World BOD– No report

7. Mutual 16 Committee Reports:

- a. M16 Newsletter– Chris Everett– Mr. Everett thanked all residents who provided content for the newsletter.
- b. Maintenance– Jack Looney– Mr. Looney reported that gutter cleaning has been completed. Janet Gilbride submitted a request to have someone fix a split in the seam of her front gutter.
- c. Social– Julie Repeta– Ms. Seebode reported that the holiday party was a success, and that over 60 residents attended.
- d. Park– Paula Seebode– No report.
- e. Landscape– Doug Allston–

Upon motion duly made and seconded, the Mutual 15 Board of Directors agreed by a vote of five (5) to one (1),

To approve McFall & Berry proposal #L22054MA for extra weed control in the amount of \$8,580.00.

Resolution #46, 12/13/2022

- f. Rules Committee– Ms. Seebode reported that during the CCOC training, it was discussed that all Committee meetings must be open to all residents, and that they should be notified of such meetings by U.S. mail or electronic mail only. After further discussion, the Board agreed to revisit this issue during an agenda meeting to discuss the possibility of establishing dates and times in which different Committees will meet.

8. Treasurer’s Report – Ed Bradley –

- a. Bills to Consider– No bills were submitted.
- b. 2023 Proposed Budget–

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

Resolved: The Mutual 16 Board of Directors approves the 2023 Budget. Minor changes,

which do not change the average monthly condo fee, have been made in the Proposed Budget that was mailed to the unit owners for comment. The average monthly condo fee is \$901.99 as provided in the proposed budget.

Resolution #47, 12/13/2022

c. Investments–

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

Resolved: Morgan Stanley is hereby authorized, in the management of the CDs in the Mutual 16 Reserves accounts, to roll over CDs at maturity or at other times divest CDs, and in both cases to replace the CDs on the best terms and rates available, in the best interest of Mutual 16.

Resolution #48, 12/13/2022

d. January 2023 Late Fees–

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

To waive all condo late fees for January 2023 as a result of Leisure World's tardiness in providing fee amounts to unit owners.

Resolution #49, 12/13/2022

e. M&O Agreement– Mrs. Allston reported that Marian Altman is scheduled a meeting with the General Manager to discuss the 2023 M&O agreement for all non-high-rise Mutuals. After further discussion, the Board agreed to approve the M&O agreement after Leisure World addresses all questions and concerns from the 3M Mutuals.

9. Open Forum – Kelly Rivera thanked all Board members for the holiday gift and cookies.
10. Next Agenda Meeting – The next agenda meeting will be held on 1/5/2022 at 1PM in Clubhouse 2. Mrs. Allston invited all residents to attend this meeting.
11. Next BOD Meeting – The next BOD meeting will be on 1/10/2022 at 9:30am via Zoom.
12. Adjournment – The meeting was adjourned at 10:42 AM.