

**MUTUAL 16 – CONDOMINIUM OF ROSSMOOR, INC.
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
February 11, 2020**

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, February 11, 2020 at 9:30am.

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

Directors Absent:

Management: Kevin Flannery, General Manager; Alicia Drummond, Mutual Assistant

Visitors: Dee Berkholtz, Betsy Davis, Paul Eisenhaur, John Fajnor, Harry and Kathy Geehreg, Joe Halpin, June Hortin, Kay Looney, Rita Molyneaux, Art Popper, Virginia Rehbehn, Janice Romanoff, Dianne and Jim Rosenfield

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 February 2020. The report was made part of the record. He answered several questions from the Board and residents present.
3. **Paul Eisenhaur** – Mr. Eisenhaur explained and addressed concerns regarding the gate access system. He requested feedback from Mutual 16 being that it is close to the Norbeck gate. The Mutual 16 residents' concerns included: How were the decisions about the Gate access system made, problems when the Norbeck gate becomes residents only and unmanned, traffic back up concerns when the church gets out and during rush, and how the Main Gate will handle two gates plus extra construction traffic. He stated that there are more things to be worked out. Concerns will be passed on to the LWCC Board for consideration. He mentioned that there will be a forum on Sunday March 1st from 4:00 to 5:30 pm in CH1 for residents.
4. **Approval of Agenda**- The agenda was approved, as written.
5. **Approval of Board Meeting Minutes**- The minutes from January 14, 2020 meeting were approved, as written.
6. **ABM/ Correspondences** – ABM- Betsy Davis – The ABM was not present for the Board to review, however after it has been approved by PPD, the Board resolved to approve it once received. Ms. Davis stated to the Board the details of her request for fence installation.

Upon motion duly made, the following resolution was agreed:

To approve the ABM for installation of a fence at 15548 Prince Frederick Way (Davis) by Long Fence at the owner's expense.

Resolution #42a, 2/11/2020

7. Advisory Committees:

A. Emergency Preparedness – No report at this time.

B. Golf and Greens – No report at this time.

C. Landscaping – No report at this time.

D. Technology/LW Communications/Strategic Planning –

Strategic Planning – Dr. Popper reported that there are two upcoming community meetings and more residents are needed to sign-up.

CPAC – Dr. Popper reported that the Committee discussed electric vehicles in the community and who is responsible for electricity when they are charging. The Committee is looking to develop LW security and privacy policies.

E. Tennis/ Pickleball – No report at this time.

F. Security & Transportation – Mr. Geehrens stated that he will follow-up with Ms. Seebode regarding the questions sent to the Committee.

G. Education & Recreation – Ms. Allston reported that the Committee did not approve The Dividend Club.

LWCC BOD Meeting – Ms. Allston reported that there was a total of nine items discussed for votes and reported the approved recommendations.

8. Treasurer's Report- Ed Bradley-

Invoices – Mr. Bradley presented the bills for February 2020.

Upon motion duly made, the following resolution was agreed:

To approve a payment to J&M Construction invoice #1767 to remove old existing downspout and patched gutter in the amount of \$375.00.

Resolution #42, 2/11/2020

Upon motion duly made, the following resolution was agreed:

To approve a payment to Gross Mendelsohn invoice #374016 for Mutual 16 audit preparations.

Resolution #43, 2/11/2020

Upon motion duly made, the following resolution was agreed:

To approve a payment to J&M Construction invoice #1836 to replace cricket and sheathing at 3419 St. Leonard's Ct. in the amount of \$5,634.00

Resolution #44, 2/11/2020

Upon motion duly made, the following resolution was agreed:

To approve a payment to J&M Construction invoice #1833 to repair rake trim at various units in the amount of \$3,336.00.

Resolution #45, 2/11/2020

CD – Mr. Bradley reported that two CDs mature on March 4, 2020 from Congressional Bank and March 5, 2020 from 1st Internet Bank and recommended reinvesting the full amounts at the best available rate for one year.

Upon motion duly made, the above recommendation was agreed

To approve to reinvest the entire amounts of both CDs from 1st National Bank at the best available rate for one year.

Resolution #46, 2/11/2020

9. Mutual 16 Committee Reports

A. M16 Newsletter- Ms. Molyneaux needs ideas for upcoming newsletter.

B. Maintenance- Mr. Looney stated that at least two more units need rake trim repairs. He will get a proposal for those units from J & M construction. There is a unit with a severe mold issue that will be addressed.

C. Park – Ms. Seebode spoke about projects she will be working on at the park and made a request for funding.

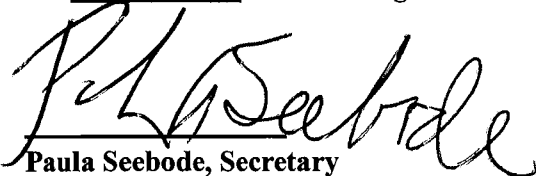
Upon motion duly made, the following resolution was agreed:

To approve the payment to Paula Seebode in the amount of \$800.00 for Mutual 16 park Projects for 2020.

Resolution #47, 2/11/2020

D. Landscape – No report at this time.

10. Other Board Business- Annual Meeting will be held on Thursday May 21, 2020 at 2:00pm in CH2.
11. Open Forum – An inquiry regarding the street sign down was addressed; comment was made about the quick light pole repair; vacant house concerns were mentioned.
12. Next Meeting- Tuesday, March 10, 2020 9:30AM; Sullivan Room.
13. Adjournment- There being no additional business, the meeting was adjourned at 11:30 am.


Paula Seebode, Secretary



General Manager's Report

March 2020

March 6, 2020

Montgomery County Council Town Hall

The Montgomery County Council is hosting a town hall meeting at Leisure World to be held on March 11th from 9am to 11am in Clubhouse II. Doors open at 8:30am.

Gate Access Forum

The Resident Forum regarding gate access held on March 1st was very well attended and feedback from the forum will be used as policies are developed.

The LW News will be utilized to provide the community up-to-date information as the implementation process continues.

Community Financials

Financial statements for the period ending February 29, 2020, will be published the week of 3/16.

As of January 31, 2020, year-to-date net operating expenses were \$46,300 over budget.

Property Transfers

In the month of February, there were 26 property transfers which totaled \$96,200 in transfer fees.

Lawsuit Status

The judge heard testimony regarding the Motion to Dismiss on November 26th and ruled in favor of Leisure World on all counts.

The plaintiffs filed an appeal on December 27th following the November 2019 decision. The appeal is pending in the Court of Special Appeals. All documents filed in trial court must be transferred to the Court of Special Appeals in Annapolis by April 6. Once the Court of Special Appeals receives the record, it will issue a briefing schedule.

Clubhouse I/ Admin Bldg Site Plan Amendment Update

The updated Facilities Enhancement Plan (FEP) cashflow report was presented to the LWCC Executive Committee and LWCC Board of Directors at their regularly scheduled meetings in January. The cashflow presentation will also be provided at the Community Planning Advisory Committee and Physical Properties Advisory Committee meetings in February.

Budget Basics

Beginning with the February 7th issue of the LW News, LW Communications Department started a series of articles titled *Budget Basics* to help residents understand their monthly association payment and the budget that determines it.

Indoor Pool Repairs

We are in the process of scheduling the indoor pool resurfacing and replacement of the glass enclosure surrounding the indoor pool facility. The work will result in closure of the facility. Information will be provided as the work is scheduled.

PEPCO Reliability Power Improvements

PEPCO is expected to work in the community from January 6th to August 28th.

The 3 primary work areas are: 1) Rossmoor & LW Blvd (as of 2/7—85% completed), 2) Connecticut Ave & LW Blvd (as of 2/7—50% completed), 3) entire west side of LW Blvd from Medical Center on north side to Connecticut Ave on south side of community.

Scheduled outage expected on 3/6 at Main Gate from 5am — 10am due to transformer replacement. We have a generator that will service the Main Gatehouse during this time.

Prospective Resident Tours

LW Communications Department has been doing tours each month for prospective LW residents. The tours are very well attended with approximately 442 persons attending tours in 2019.

Each 26-person tour group visits various LW “stops” and the LW team provides an intimate look from inside our campus.

Comcast Update

The onsite Comcast office is now open Monday, Wednesday and Friday from 10am to 3pm in Clubhouse I (Harbor Room).

Comcast—Infrastructure Update

Thus far, Comcast has installed approximately 43,000 ft of cable within the community. They are targeting 50 nodes in operation at the conclusion of the migration process.

HR Corner

In the month of February, there were 5 new hires and 4 departures.

We have the following open positions:

- Building Engineer — Villa Cortese M6C
- Evening Maintenance Technician —PPD
- Security Guard — Security
- Service Plumber — PPD