

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

November 12, 2019

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, November 12, 2019 at 9:30am.

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

Directors Absent:

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

Visitors: Harry Geehreg, Sandy Greer, Joe Halpin, June Hortin, Kay Looney, Rita Molyneaux, Art Popper, Virginia Rehbehn, Julie Repeta, Janice Romanoff, Arlene

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 November 2019. The report was made part of the record.
3. **Approval of Agenda**- The agenda was approved, as written.
4. **Approval of Board Meeting Minutes**- The minutes from October 8, 2019 meeting were approved, as written.
5. **ABM/ Correspondences** – None at this time.
6. **Advisory Committees:**

**Health** – Ms. Jones reported: the health seminars were well received; the medical center has hired a ½ time social worker.

**Emergency Preparedness** – No report at this time.

Golf and Greens – Mr. Allston reported that the Golf Course Renovation Plan will be presented at the LWCC BOD Meeting.

Landscaping – No report at this time.

Technology/LW Communications/Strategic Planning – Dr. Popper stated that the return rate for the surveys was 46%. The raw data will be included with the next newsletter.

Security & Transportation – Mr. Gehering reported about the approved security system.

Education & Recreation – Ms. Allston reported that the Committee approved LW clubs and Resident complaints about indoor pool.

LWCC BOD Meeting – Ms. Jones reported: the LWCC Board denied Turnbury sewage drainage system. Resident complaints about cable channel TMC being removed from line-up.

7. **Treasurer's Report- Ed Bradley-**

Invoices – Mr. Bradley presented the bills for November 2019.

Upon motion duly made, the following resolution was agreed:

To approve a payment to LWMC, invoice #164338 for cleaning gutters and downspout and underground pipe at 15407 Prince Frederick Way in the amount of \$77.00.

Upon motion duly made, the following resolution was agreed:

To approve a payment to J&M Construction, invoice #1797 to inspect and caulk roof. Installed new elbow on top of vent at 3414 Island Creek in the amount of \$75.00.

Upon motion duly made, the following resolution was agreed:

To approve a payment to J&M Construction, invoice #1800 to replace missing shingles at 3427 St. Leonard Ct, inspect roof no issues found at 15527 Prince Frederick and siding and roof inspection no issues found at 15528 Prince Frederick in the amount of \$150.00.

Upon motion duly made, the following resolution was agreed:

To approve a payment to McFall & Berry, invoice #IN205093 for ground/tree work in Mutual in the amount of \$2,975.00.

Upon motion duly made, the following resolution was agreed:

To approve a payment to McFall & Berry, invoice #IN205101 for ground/tree work in Mutual in the amount of \$1,400.00.

**Resolution #31, 11/12/2019**

**Management & Operating Agreement –**

Upon motion duly made, the following resolution was agreed:

To approve the M16 2020 Management Operating Agreement, as presented.

**Resolution #32, 11/12/2019**

Upon motion duly made, the following resolution was agreed:

To approve the Audit firm Gross, Mendelsohn for the Mutual 16 2019 audit.

**Resolution #32a 11/12/2019**

**8. Mutual 16 Committee Reports**

**Social Committee:** - Ms. Pepeta spoke about the upcoming Mutual 16 Holiday Party to be held on December 7, 2019 at 6:00pm and made a request for reimbursement made to her in the amount of \$100.00 on behalf of the Social Committee.

Upon motion duly made, the following resolution was agreed:

To approve payment to Julie Repeta in the amount of \$100.00 for funding of the Social Committee.

**Resolution #33, 11/12/2019**

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

**Maintenance-** Mr. Looney made an update that Mutual gutter cleaning and fascia work (17 units) will be done by J&M Construc. Replacement of the sliding glass doors for Ms. Nyce and Mr. Bradley have been scheduled. The Board received a proposal from Pipe and Stone to repair water damage in the Florida Room at 3404 Island Creek and to make payment in the amount of \$1,875.00.

Upon motion duly made, the following resolution was agreed:

To approve the proposal from Pipe and Stone to repair water damage in the Florida Room at 3404 Island Creek and to make payment in the amount of \$1,875.00.

**Resolution #34, 11/12/2019**

Park – Ms. Seebode stated that she has received an estimate for 6” and 7” circular concrete pad for picnic table. The Board discussed this topic and has been deferred for further research.

Landscape – Mr. Allston stated that all but one unit is in compliance.

9. **Other Board Business-**

10. **Advisory Committee Applications Submitted** – All applications have been submitted to the LWCC Board of Directors.

Open Forum –None at this time.

Next Meeting- Tuesday, December 10, 2019 9:30AM; Sullivan Room.

Adjournment- There being no additional business, the meeting was adjourned at 11:16 am.



Paula Seebode, Secretary