

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

July 9, 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, July 9, 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

Directors Absent: Bob Hortin, Director

Management: Crystal Castillo, Assistant General Manager; Alicia Drummond, Mutual Assistant

Visitors: Betsy Davis, John Fajnor, Kathy Geehreg, Sandy Greer, Kay Looney, Art Popper, Virginia Rehbeh, Julie Repeta, Janice Romanoff, Lenny Sammarco

1. **Call to Order**- Ms. Allston called the meeting to order at 9:30 am.
2. **General Manager's Report**- Crystal Castillo presented the General Manager's report for the month of July 2019. The report was made part of the record.
3. **Approval of Agenda**- The agenda was approved, as amended. Add McFall and Berry Proposal under Landscape- Mr. Allston
4. **Approval of Board Meeting Minutes**- The minutes from June 11, 2019 were approved, as written.
5. **ABM Approval** – Mrs. Greer –An ABM was reviewed by the Board.

Upon motion duly made, the following resolution was agreed:

To approve the ABM for unit 3408 Parker Creek Lane to install a railing and gate for patio to be done by Action Fabricators and Erectors.

**Resolution #11 7/9/2019**

7. **Advisory Committees:**

Health – Ms. Jones reported that the Committee discussed the inadequate psychiatric health services provided in LW. She also stated that despite the opposition to the communication tower by some in the area, it was approved. Social Services Dept. is looking to hire an additional Social Worker.

Emergency Preparedness – No report at this time.

Golf and Greens – Mr. Allston reported that the golf course infrastructure study was approved.

Landscaping – Ms. Davis stated there were complaints received regarding tree arborists in LW questioning if they are in fact arborists or certified tree experts. She addressed the question about the deer issue in the Community.

Technology/LW Communications/Strategic Planning – Mr. Popper stated that there will be next steps after surveys have been mailed.

Security & Transportation –Mrs. Allston reported for Mr. Geehreg that speed reminder signs are in the community.

Education & Recreation – Mrs. Allston reported that the Charter is approved. The outside pool age requirement was discussed.

LWCC BOD Meeting – Ms. Allston reported that the insurance policy, Audit Committee Charter and the golf course infrastructure study were approved. Mutual 8 will not be held responsible for the bridge in the Mutual.

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

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

Upon motion duly made, the following resolution was agreed:

To approve to make payment to LWMC invoice #156702 in the amount of \$105.00 for cleaning atrium drain at 15408 Prince Frederick way.

Upon motion duly made, the following resolution was agreed:

To make payment to McFall & Berry invoice #IN203666 in the amount of \$1875.00 for five pear trees planted in Mutual.

Upon motion duly made, the following resolution was agreed:

To approve payment to Montgomery County DHCA invoice #INV202016485 in the amount of \$475.00 for county licensing renewal for July 1, 2019- July 31, 2019.

**Resolution #12, 7/9/2019**

Upon motion duly made, the following resolution was agreed:

To approve to reimburse Paula Seebode \$200.00 which is a partial payment of emergency plumbing repair done 6/6/2019 for removal of tree roots from toilet base.

**Resolution #13, 7/9/2019**

**9. Mutual 16 Committee Reports**

Social Committee: - Ms. Repeta stated the Happy Hour at the Rock was a success. She recognized and thanked those that participated. She stated the Committee funds need to be replenished for future social events.

Upon motion duly made, the following resolution was agreed:

To authorize the payment of \$600.00 to Julie Repeta, Social Committee Chair, for the Social Committee funding.

**Resolution #14, 7/9/2019**

M16 Newsletter- Ms. Allston stated that she will meet with Ms. Molyneaux for preparation of the newsletter. Ms. Molyneaux needs ideas for upcoming newsletter from residents.

Maintenance- Mr. Looney contacted J&M for painting the Compton/ Cox garage door. He is in the process of obtaining a proposal for glass door replacement at 3404 Island Creek Ct. A proposal has been received from Pipe and Stone for drainage problem at 15548 Prince Frederick Way.

Upon motion duly made, the following resolution was agreed:

To accept the proposal from Pipe and Stone for drainage repair in the amount of \$3,375.00.

**Resolution #15, 7/9/2019**

Park Benches and Sign – The Park Beautification Committee will wait on painting the park benches until the fall.

Landscape- Mr. Allston spoke about the following:

- A. McFall & Berry –Landscape proposal for tree work in the Mutual in the amount of \$2,975.00.

Upon motion duly made, the following resolution was agreed:

To approve the proposal #T19223GZ for McFall & Berry to prune, take down and remove several trees in the Mutual in the amount of \$2,975.00.

**Resolution #16, 7/9/2019**

A request for proposal has been made to take down Evergreen tree and clear roots growing under 15408 Prince Frederick Way (Seebode).

- B. Violation Letters – Following walk-through, seven violation letters were placed on resident doors.

**11. Other Board Business- None.**

Open Forum- None.

Next Meeting- Tuesday, August 12, 2019 9:30AM; Sullivan Room.

Adjournment- There being no additional business, the meeting was adjourned at 11:00am

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Paula Seebode, Secretary