

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

August 13, 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, August 13, 2019 at 9:30am.

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

Directors Absent: Paula Seebode

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

Visitors: Betsy Davis, Sandy Greer, Joe Halpin, June Hortin, Kay Looney, Rita Molyneaux, Art Popper, Virginia Rehbehn, Janice Romanoff, Lenny Sammarco, Arlene Halpin

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 August 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 July 9, 2019 meeting were approved, as written.
7. **Advisory Committees:**

Health – Ms. Jones reported that the budget was approved for the medical center and the Social Workers. A researcher from NIH presented on medical marijuana and discouraged it being sold based on what is actually in the drug and the dosage. He is in process of researching further. Questions were asked from the Committee. The information was well received.

Emergency Preparedness – Mr. Hortin reported that the Committee is in the process of canvassing the Mutuals for procedures for emergency preparedness. The Committee is also asking what it can do to educate and assist.

Golf and Greens – Mr. Allston spoke about two types of players; the daily fee players and the seasonal players. The seasonal player numbers are down this year. There has been a significant increase in daily fee players. It is a challenge to gain more players.

Landscaping – Ms. Davis stated the regulation passed to eliminate pesticides is in effect.

Technology/LW Communications/Strategic Planning – Mr. Popper stated that the expiration date for surveys has been extended to August 21, 2019. Communications Department is looking into using a new website.

Security & Transportation –No report at this time.

Education & Recreation – No report at this time.

LWCC BOD Meeting – The Budget reporting has been extended from August to September. Mr. Merritt spoke about IT projects in the works.

8. Treasurer's Report- Ed Bradley-

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

Upon motion duly made, the following resolution was agreed:

To approve to make payment to LWMC invoice #157769 in the amount of \$47.00 for cleaning gutters and downspouts and underground pipes at 15412 Prince Frederick Way.

Upon motion duly made, the following resolution was agreed:

To approve to make payment to LWMC invoice #157772 in the amount of \$57.75 for cleaning downspouts at front of unit 15411 Prince Frederick Way.

Upon motion duly made, the following resolution was agreed:

To approve to make payment to LWMC invoice #158687 in the amount of \$77.00 for cleaning downspout and gutters at 3308 Solomons Ct.

Upon motion duly made, the following resolution was agreed:

To approve to make payment to LWMC invoice #158983 in the amount of \$101.00 cleaning atrium drain at 15509 Prince Frederick Way.

Upon motion duly made, the following resolution was agreed:

To approve to make payment to Pipe and Stone in the amount of \$3,375.00 for drainage work at 15548 Prince Frederick Way.

Upon motion duly made, the following resolution was agreed:

To approve to make payment to American Professional Chimney & Masonry, Inc. in the amount of \$950.00 to install a raincap and cement crown on top of chimney and to parge the fireplace smoke chamber with insulated cement at 3423 Island Creek Ct.

Resolution #17, 8/13/2019

Upon motion duly made, the following resolution was agreed:

To approve to move \$7,200.00 in the contingency fund to the replacement reserve fund.

Resolution #18, 8/13/2019

Upon motion duly made, the following resolution was agreed:

To accept the McFall & Berry proposal for the remove of two trees (Seebode/ Gripper) in the amount of \$1400.00.

Resolution #19, 8/13/2019

Upon motion duly made, the following resolution was agreed:

To approve authorization for Mary Nyce and Ed Bradley to proceed with sunroom door glass as proposed by Blaine Window & Door. Mrs. Nyce and Ed Bradley will be reimbursed for expenditure once installation is complete.

Resolution #20, 8/13/2019

9. Mutual 16 Committee Reports

Social Committee: - There will be a pizza party at the rock in September.

M16 Newsletter- Ms. Molyneaux needs ideas for upcoming newsletter from residents.

Maintenance- Mr. Looney is waiting on a return call from the contract for Compton/Cox unit. Mr. Popper spoke about having his front door repaired and painted. Ms. Allston stated that since the problem with the front door is cosmetic only the Mutual will reimburse only the expense for painting the door. The repair and cleaning are the owner's responsibility. There are currently four vacant units and condo fees are being paid.

Upon motion duly made, the following resolution was agreed:

To approve to reimburse Mr. Popper cost up to \$100.00 for painting of the front door.

Resolution #21, 8/13/2019

Park – No report at this time.

Landscape – No report at this time.

11. Other Board Business- Ms. Allston reported move-in's and move-outs. There are currently four vacant units however, condo fees are being paid. Ms. Allston has Advisory Committees forms for anyone interested in joining and will also be included in the newsletter.

Open Forum- Mr. Halpin spoke about solar energy and lighting in the community.

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

Adjournment- There being no additional business, the meeting was adjourned at 10:58am

Paula Seebode, Secretary