

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

October 8, 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, October 8, 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: Betsy Davis, John Fajnor, Harry Geehreg, Sandy Greer, Joe Halpin, June Hortin, Kay Looney, Rita Molyneaux, Art Popper, Virginia Rehbehn, Bernard and Julie Repeta, Janice Romanoff, Jim Turner

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 October 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 September 10, 2019 meeting were approved, as written.
5. **ABM Approval (Allston, Seebode)** – An ABM from Mr. Popper was included for Board approval.

Upon motion duly made, the following resolutions were agreed:

To approve the ABM for unit 15501 Prince Frederick Way (Popper) for replacement of bay window in dining room. Thompson Creek will perform work. Maintenance and future repairs will be at owner's expense.

**Resolution #25, 10/8/2019**



6. **Advisory Committees:**

Health – No report at this time.

Emergency Preparedness – Mr. Hortin reported: Security and Emergency Preparedness Committees will host a Fire Safety Symposium on Wednesday, October 23, 2019.

Golf and Greens – Mr. Allston reported: Golf Course looks good but needs rain.

Landscaping – Fall flowers are currently being planted.

Technology/LW Communications/Strategic Planning – Dr. Popper stated that the return rate for the surveys was 46%. Another firm will provide data entry for the returned surveys. Residents will be chosen by random an invitation to attend focus groups regarding the survey. Technology Committee is considering computer and internet training for residents.

Security & Transportation – No report at this time.

Education & Recreation – Ms. Allston stated that the Mindful Meditation Club was approved. The pool contract and current company was discussed.

LWCC BOD Meeting – Ms. Jones reported: the Budget was approved, the gate access software program has been approved, RLPS Architectural Firm was chosen for the new Administration Building, possible tenants for new Administration Building were discussed.

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

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

Upon motion duly made, the following resolution was agreed:

To approve a payment to LWMC, invoice #162355 for input on options for outside faucet in the amount of \$47.00.

Upon motion duly made, the following resolution was agreed:

To approve a payment to LWMC, invoice #160979 to clean gutters and downspout and unclog pipe at 15525 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 #1777 to replace crickets and valley replacement in the amount of \$30,912.00.

Upon motion duly made, the following resolution was agreed:

To approve a payment to Pest Now, invoice #3505824 to treat for termites at 15501 Prince Frederick Way in the amount of \$800.00.

**Resolution #26, 10/8/2019**

Upon motion duly made, the following resolution was agreed:

To approve a partial payment to Dr. Arthur Popper, invoice #162657 in the amount of \$100.00 (total invoice amount of \$245.88) for painting of front door at 15501 Prince Frederick Way (Popper).

**Resolution #27, 10/8/2019**

Upon motion duly made, the following resolution was agreed:

To approve the Mutual 16 2020 budget as final with the content as so submitted to the unit owners.

**Resolution #28, 10/8/2019**

**8. Mutual 16 Committee Reports**

**Social Committee:** - Ms. Repeta spoke about the successful Pizza at the Rock. She also mentioned 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 \$200.00 on behalf of the Social Committee.

Upon motion duly made, the following resolution was agreed:

To approve the reimbursement to Julie Repeta in the amount of \$200.00 for funding of the Social Committee.

**Resolution #29, 10/8/2019**

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

**Maintenance:** Mr. Looney stated that the cricket work has been completed. A company has been contacted for the glass replacement at Mr. Bradley's and Ms. Nice's unit.

**Park** – Ms. Seebode stated the benches are now completed and the park is beautifully decorated for Fall.

**Landscape** – Mr. Allston spoke about a proposal from McFall & Berry.

Upon motion duly made, the following resolution was agreed:

To approve the proposal from McFall & Berry T19458GZ for removal of Australian Pine in the park in the amount of \$900.00 and removal of Maple Tree at 3408 Island Creek Ct in the amount of \$1,200.00.

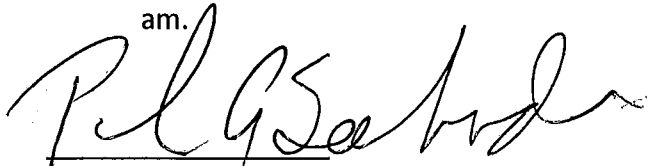
**Resolution #30, 10/8/2019**

9. **Other Board Business-**

Open Forum –Mr. Halpern made a comment about calling Comcast for an appointment before getting the postcard and how it will save you money.

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

Adjournment- There being no additional business, the meeting was adjourned at 11:06 am.

A handwritten signature in cursive script, appearing to read 'P. Seebode', written in black ink.

Paula Seebode, Secretary

