

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

**March 10, 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, March 10, 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:** Betsy Davis, Harry Geehreg, Sandy Greer; June Hortin, Kay Looney, Virginia Rehbehn, Janice Romanoff

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 March 2020. The report was made part of the record. He answered several questions from the Board and residents present.
3. **Approval of Agenda**- The agenda was approved, as written.
4. **Approval of Board Meeting Minutes**- The minutes from February 11, 2020 meeting were approved, as written.
5. **ABM/ Correspondences** – ABM- Robert Bridgeman– The Board reviewed and discussed the ABM to convert a Florida room to unit 3413 St. Leonards Ct. The Board decided to not approve the ABM at this time until PPD receives a permit from the county to have footers installed to avoid problems in the future.

Upon motion duly made, the following resolution was agreed:

Approval of the ABM for converting a Florida room at 3413 St. Leonards Ct (Bridgeman) was deferred until PPD has received all necessary licensing and permits for additional footers to be included with the application

**Resolution #48, 3/10/2020**

6. **Advisory Committees:**

- A. **Emergency Preparedness** – Mr. Hortin reported that the yearly workshop will be held on Thursday May 28<sup>th</sup> from 1:00pm to 3:00pm. During this workshop, there will be a presentation on how to deal with active shooters.

- B. Golf and Greens – No report at this time.
- C. Landscaping – No report at this time.
- D. Technology/LW Communications/Strategic Planning – No report at this time.
- E. Tennis/ Pickleball – No report at this time.
- F. Security & Transportation – Mr. Geehrens stated that he questioned why the Norbeck gate will be unstaffed.
- G. Education & Recreation – Ms. Allston reported that Mr. Rice from PPD updated the committee on future plans for the community. A proposal for a new club, the Society for the Classical Arts Club was presented. A decision will be made about it at the next E&R meeting

LWCC BOD Meeting – Ms. Allston reported that Mr. Popper gave a presentation on Strategic Planning; the audit is now completed; McDonald and Sons proposal was approved for the golf course renovations; the contractor for the gate system installation was approved; resale increase from 2% to 3% was discussed.

7. Treasurer's Report- Ed Bradley-

Invoices – Mr. Bradley presented a bill.

Upon motion duly made, the following resolution was agreed:

To approve a payment to LWMC invoice #172812 in the amount of \$47.00 to repair street sign at Parker Creek and Prince Frederick Way.

Resolution #49, 3/10/2020

8. Mutual 16 Committee Reports

- A. M16 Newsletter- Ideas are needed for the upcoming newsletter. A new volunteer is also needed for the newsletter.
- B. Maintenance- Mr. Looney stated that J&M worked on several garage doors. He mentioned that a plan for Mutual wide projects for common and limited common areas is needed. He will request proposals from J&M after an inspection is done. Mr. Looney suggested that we begin thinking about developing a spreadsheet for all Mutual work completed and in process.
- C. Park – Ms. Seebode stated that she has contacted a contractor (H&H Construction) that will install a concrete slab for a picnic table to be placed in the park. She has requested funding for the installation of the slab and funding for purchase of a picnic table.

Upon motion duly made, the following resolution was agreed:

To approve the proposal from H&H Construction for installation of a concrete slab, costing \$1500 for a picnic table in the Park at the Rock. In addition, to allot \$600.00 for the purchase of a picnic table for residents use at the park.

Resolution #50, 3/10/2020

**D. Landscape – Mr. Allston spoke about future plans to plant three shade trees around the park.**

**9. Other Board Business- Annual Meeting will be held on Thursday May 21, 2020 at 2:00pm in CH2.**

**10. Open Forum – Ms. Allston reported that two houses were sold.**

**11. Next Meeting- Tuesday, April 14, 2020 9:30AM; Sullivan Room.**

**12. Adjournment- There being no additional business, the meeting was adjourned at 10:38 am.**

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