

FINAL

Res #7-#14

**REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Thursday, May 19, 2011**

Pursuant to notice previously given, a Regular Meeting of the Board of Directors of the Council of Unit Owners of Mutual 14 – Condominium of Rossmoor, Inc. was held in the Sullivan Room of the Administration Building, on Thursday, May 19, 2011 at 1:30 P.M.

Directors Present: Richard Bambach, President; Jackie Rabinow, Vice President; Agnes Glass, Secretary; Ann Graham, Treasurer; Frank Lozupone, Jim Moores, John Radcliffe, Directors

For Management: Kevin Flannery, General Manager; Gloria Robar, Mutual Assistant

Visitors: Sidney Jarvis, Beth Leanza, Nancy Nixon, Margaret Steffen, Martha Taylor

- 1. Call to Order – Mr. Bambach called the meeting to order at 1:30 P.M.**
- 2. Welcome Visitors – Mr. Bambach welcomed Sidney Jarvis, Beth Leanza, Nancy Nixon, Margaret Steffen, Martha Taylor to the meeting.**
- 3. General Manager’s Report – Kevin Flannery, General Manager presented the General Manager’s Report for May, 2011. All questions and comments were responded to by Mr. Flannery.**
- 4. Adoption of Agenda – The agenda was approved as amended. Add...11. Unfinished Business – B. Kline Request – C. Fidelity Bond**
- 5. Approval of Minutes – The minutes of April 21, 2011 were approved as presented.**
- 6. President’s Comments – Mr. Bambach’s comments included:
(1) Meeting with Charles/Anne Marie Martinez on Saturday, May 21, 2011 to discuss their issues of concern, i.e. rust problem. (2) Mr. Bambach opened the floor for questions or comments from the Floor – Picnic Area and the rat issue at #17-3C.**

7. **Reports – Mutual Officers’/Committee Chairs**

A. **Secretary’s Report – Agnes Glass** – Mrs. Glass’ report included:

- (1) **Unit Status Report** – (Attachment #1) – The report was reviewed by Mrs. Glass.
- (2) **Death – Helen Paniczko – 15100 Glade Drive, #11-3A – May 14, 2011.**
- (3) **10 units on active listing – 2 under contract.**
- (4) **Visit made to #15-1D – Claire Keefe, Robert Combs and Barbara Canty.**

B. **Treasurer’s Report** – Ms. Graham’s report included:

- (1) **(A/R Status Report)** – Copies of the report were provided to the Board and reviewed by Ms. Graham.
- (2) **The list of invoices for April 22, 2011 – May 19, 2011 was reviewed by Ms. Graham. A copy of the list of invoices is on file in the Mutual Assistant’s office.**
- (3) **Upon motions duly made by Ann Graham, the Board agreed,**
 - (a) **To approve the Insurance Claim payment of the following:**
 - (i) **A&A Water/Fire Damage Restoration – Invoice 2808 – Invoice Date – 4/18/11. A cracked toilet tank in Unit #13-3F caused leakage in Unit #13-3F and into Units #13-2F, #13-1F and #13-1E. Amount: \$3,122.49.**
 - (ii) **LWMC – Invoice #I-960014 – For the repairs to Units #13-1F and #13-2F due to leakage from Unit #13-3F. Amount: \$247.00. Total amount of Claim: \$3,369.49.**

The Board also determined that the unit owner, Barbara Chakalis, is to reimburse Mutual 14 for the total amount of \$3,369.49.

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- (b) **To approve the payment of \$3,985.12 to LWMC for the repair of all trash room doors and jambs in the eight (8) apartment buildings. LWMC Invoice #328665**
Resolution #8, 5/19/11

- (c) To approve the payment of \$1,198.00 to Western Pest Services for termite treatment @15115 Vantage Hill Road, #4A (Andrews). Invoice #4443464 – Invoice Date 3/29/11.

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- (d) To approve the payment of \$2,710.00 to DeLeon & Stang, CPAs & Advisers – Invoice 68246 – Invoice Date – 3.29/11, for services rendered to the completion of all phases of Mutual 14/s 2010 Audit

Resolution #10, 5/19/11

- (4) **Adcock Trapping – re – Rats @ #17-3C.** – The Mutual Assistant will contact Adcock Trapping for information on what constitutes a building inspection and to arrange for the inspection not to exceed the cost of \$300.00

Upon motion duly made by Richard Bambach, the Board agreed,

To contact Adcock Trapping to conduct a full inspection of Building #17 – 3511 Forest Edge Drive at a cost not to exceed \$300.00. Information on what constitutes the inspection is to be received prior to the work being done.

Resolution #11, 5.19/11

- C. **Property Maintenance Committee Report – Lozupone** – Mr. Lozupone reported the following:

Glass Doors – Letters are to be sent to the unit owners of the Plaza Homes that have stained glass doors. It is noted that prior approval had not been obtained for the installation of said doors and that maintenance of these doors are the responsibility of the unit owners.

Upon motion duly made by Frank Lozupone, the Board agreed,

That letters be sent to the seven (7) Plaza Home Unit Owners to inform them that the maintenance of the stained glass doors is their responsibility and not that of Mutual 14.

Resolution #12, 5/19/11

- D. **Advisory Committee – Glass** – There was no report at this time.

- E. **Landscape Committee – Moores** – A written report from the Landscape Committee was given to Mr. Bambach. (1) Dog issue – @ 15143 Vantage Hill Road, #8-B – dog is tethered to yard and has dug holes in the yard. Mr. Bambach will send a letter to the unit owner upon receipt of information from the Committee chair. (2) The Committee has cleaned the area between the mutual and the golf course.
- F. **Social Committee – Moores** – A picnic is being planned for June 7, 2011 with a rain date of June 8, 2011.
- G. **Government Affairs Committee – Fine** – (1) Amendment to the Condominium Act – re- provides in event of foreclosure- 4 months of lien – first 4 months of lien not to exceed \$1,200 priority over claim of the mortgage holder. (2) Amendment to Condominium Act – by laws may be amended by 51% instead of 66.67%. (3) Unit owners to maintain insurance on units and provide proof of such insurance.

Due to severe medical issues and unable to walk a long distance, Mr. Fine attempted to negotiate the switching of parking spaces with neighbors and was not successful. Mr. Bambach requested that he put his needs in writing and submit it for consideration by the Board. It was noted that the Board is the final authority in the assigning of the parking spaces.

- 8. **Grapevine – Beth Leanza** – Mrs. Leanza will include move outs in future editions of the Grapevine.
- 9. **LWCC Report** – The sub-committee on “Dispute Resolutions” chaired by Mr. Bambach has completed its assignment and the proposed policy and procedure will be submitted to the Executive Committee on Friday, May 20th and then to the LWCC Board on Tuesday, May 31st.

A. **LWCC Advisory Committees** –

- (1) **Restaurant Advisory Committee – Moores** – \$60,000 was approved to renovate the Stein Room, but then the decision was made to extend the Terrace Room to the sidewalk at a cost of approximately \$300,000 but the project is at a standstill.
- (2) **Education & Recreation Advisory Committee – Leanza** – Capital Budget Requests – Will accept suggestions for referral to the E&R Committee referencing needs or changes for the clubhouses. For 2011: New coat racks and planer for Woodshop in Clubhouse I, new treadmills and cross trainers for the Fitness Center in Clubhouse II, microphones for the Auditorium and two new MAC

computers for the Computer Center.

10. Unfinished Business –

- A. 2010 Audit Q/A – Dawn Gaynor – Ms. Gaynor accepted all questions comments from the Board regarding the 2011 audit. It was stated that Mutual 14’s audit was considered clean and qualified.

Upon motion duly made by Richard Bambach, the Board agreed,

To approve Mutual 14’s 2010 Audit report as prepared and submitted by Deleon & Stang, CPAs and Advisers.

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- B. Central Picnic Area – Mr. Bambach discussed the responses received regarding the installation of a grill, park bench and trash cans in the Central Park area. The majority was against the Central Park Picnic Area project. It was agreed that the subject be postponed for an indefinite period.
- C. Williams Easement – The easement has received the approval of 132 unit owners for a 68% approval rating. Ms. Williams has been notified of the approval with a letter to follow from Mr. Bambach.
- D. Western Pest Termite Inspection – Explanation from Western Pest Services regarding termite inspection: (1) Cost of \$25.00 per unit before July 1st and \$12.00 per unit after July 1st is due to the “March through June” infestation period of the termites/and the necessary staff adjusted schedules. (2) A visible inspection of the units will be done, i.e. looking for holes and termite dusting.

Upon motion duly made by John Radcliffe, the Board agreed,

To approve the Western Pest Services Termite Inspection Proposal for the 25 Plaza Homes, the first floor units (7) of each apartment building (8) at a cost of \$12.00 per unit to be conducted after July 1, 2011.

Resolution #14, 5/19/11

11. New Business –

- A. 4th of July Participation – Mr. Bambach stated that Joan Reynolds has again volunteered to oversee Mutual 14’s participation in the Leisure World’s July 4, 2011 Parade.

- B. **Kline Request** – Copies of the Elizabeth M.Kline’s request were provided to the Board. Ms. Kline, a potential purchaser and working through a real estate agent, seeks pre-approval to allow an under the age of 55 son to move in to care for another son with several medical issues. She is also requesting that the approval be in writing and offered prior to the consideration of purchasing a unit in Leisure World. After discussion,

Upon motion duly made by Jackie Rabinow, the Board agreed,

To deny the request of Elizabeth M. Kline for Mutual 14’s pre-approval to allow the move in of the under the age of 55 year old son to care for another son with medical issues prior to the consideration of purchasing a unit in Leisure World.

Resolution #15, 5/19/11

- C. **Fidelity Bond** – This subject has been resolved.
12. **Open Forum** – Items from the Floor: (1) Recycle receptacle in Bldg. #16. (2) Air Vent Cleaning. (3) Melted snow/ice from 2010 blizzard – danger of mold. (4) Lights in vacant units – contact John Radcliffe.
13. **Next Meeting** – June 16, 2011 – 1:30 P.M. – Sullivan Room
14. **Adjournment** – There being no further business, the meeting adjourned at 4:20 P.M.

Richard Bambach, President

Agnes Glass, Secretary