

**REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14**

Thursday, April 16, 2009

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 April 16, 2009 at 1:30 P.M.

Directors Present: Jackie Rabinow, President; Frank Lozupone, Vice President; Agnes Glass, Secretary; Paulina Garner, Treasurer; Richard Bambach, Herb Fine, Ralph Romano, Directors

Directors Absent: Agnes Glass

For Management: Tim Coursen, Assistant General Manager; Gloria Robar, Mutual Assistant

- 1. Call to Order – Mrs. Rabinow called the meeting to order at 1:30 P.M.**
- 2. Welcome Visitors – Mrs. Rabinow introduced and welcomed John LaClere to the meeting.**
- 3. General Manager’s Report – Tim Coursen, Assistant General Manager presented the General Manager’s Report for April 2009. All questions and comments were responded to by Mr. Coursen.**
- 4. Approval of Agenda – The agenda was approved as amended. Add at item 6...John LaClere – Spring Inspection Survey –**
- 5. Approval of Minutes – The minutes of March 19, 2009 were approved as presented.**
- 6. Spring Inspection Survey – John LaClere – Mr. LaClere’s report included the following items:**
 - **Rust – Rust is a major issue and should be addressed on survey.**
 - **Painting – Suggestion was made to have painting on a regular scheduling basis.**

- **Elevator Service Calls/OT** – After 3:30 p.m. all service calls will be charged as overtime by Warfield/Sanford. It was stated for calls after normal work hours (Monday – Thursday) that Mrs. Rabinow and Mr. Lozupone would determine if the service call can be delayed to the next work day and for all after hours call and weekends would approve the overtime if it is deemed an emergency.
- **Standpipe** – Estimated cost from Fire-Mak is due next week.
- **Tier Problem – Building #11** – Floor joints on the 2nd and 3rd floors have fused into trusses of the above units. Estimated cost - \$25,000 - \$30,000.
- **Stairwell Movement – Bldg. #17** – Stairwell was checked and there was a very minimal amount of movement.

7. **President’s Comments** – Mrs. Rabinow’s comments included the following:

- **Empty Home Insurance** – It was stated that at the time of the death of a unit owner the home owner’s insurance policy ceases.
- **Trash Room Lights – Reminder** – Replace all trash room bulbs with CFL bulbs.
- **Rentals** – The current status of the economy has impacted on Leisure World by an increase of vacant units and rentals. Mrs. Rabinow stated that the Chair of the 3M Committee, Marian Altman will develop a draft letter regarding rentals, caregivers, reverse mortgages, etc. for presentation to the LWCC Board of Directors.

8. **Reports of Mutual 14 Officers & Committee Chairs** –

- A. **Secretary – Agnes Glass** – There was no report at this time. However, Mr. Lozupone stated that there were 13 apartments and 5 houses (one under contract) and one rental based on the MRIS listing.
- B. **Treasurer – Paulina Garner** – Mrs. Garner reported that a \$100,000 CD that matured on April 2, 2009 was reinvested at a rate of 1.7% at the Waterfield Bank. At this time, there is no information on a \$100,000 CD which matures today.

Disbursements and Monthly Accounting Reports – List of invoices approved by the Mutual Assistant is on file for review.

Upon motion duly made and seconded, the Board **agreed**,

To pay for the completion of Mutual 14’s 2008 audit engagement to DeLeon & Stang, CPAs & Advisors – Invoice #55785 – Date: 2/28/2009 - \$2155.00

Resolution #71, 4/16/09

- C. **Property Maintenance Committee – Frank Lozupone**
- 2009 Proposed Projects** – Copies of the project listing were provided to the Board. Mr. Lozupone reviewed the listing and responded to all questions and comments.
- D. **Advisory Committee – Agnes Glass & Aleen Phillips** – There was no report at this time.
- E. **Landscape Committee – Sharon Moores** – There was no report at this time; however Mrs. Moores is still investigating the water charge from McFall/Berry.
- F. **Social Committee – Sharon Moores** – There was no report at this time; however the upcoming social events will be published in the Grapevine.
9. **Mutual Assistant Report – Gloria Robar** – Copies of the MA report are attached to the agenda.
10. **Unfinished Business** –
- A. **Caregiver - #15-2D** – Mrs. Rabinow stated that Kevin Flannery, General Manager has agreed to write a letter to all involved parties regarding the issue of the under age caregiver with attachments of the County Zoning Laws. It was agreed that a copy of the draft letter with the zoning law attachments be forwarded to the Board for review and approval prior to its being mailed to the involved individuals. After discussion,
- Upon motion duly made and seconded, the Board **agreed**,
- To have Kevin Flannery, General Manager, proceed and develop a draft letter regarding the caregiver issue with the appropriate County Zoning Laws attached. That said copy of draft letter be forwarded to the Board for its review and approval, prior to its being mailed to all involved individuals.
- Resolution #72, 4/16/09**
- B. **Bankruptcy Case Status** – At this time there has been no official notification of bankruptcy regarding Unit #16-2B. The mutual’s accountant will be contacted.
- C. **Annual Meeting Reports** – All annual meeting reports have been received by Mrs. Rabinow.

11. New Business –

- A. Audit Questions – Dawn Gaynor – Copies of the 2008 draft Audit report by Deleon & Stang were provided to the Board. All questions and comments referencing the report were responded to by Ms. Dawn Gaynor, Accounting Supervisor. Errors were noted and accepted.

Upon motion duly made and seconded, the Board agreed,

To accept Mutual 14's 2008 draft Audit as amended.
Resolution #73, 4/16/09

- B. Right of First Refusal – Many lending institutions and banks considers the language in the Right of First Refusal amendment very restrictive and prohibits potential buyers from receiving mortgages from the FHA. This may turn prospective buyers to other Mutuals to purchase a unit. It is suggested that this amendment be eliminated from the bylaws of Mutual 14.

Upon motion duly made and seconded, the Board agreed,

To initiate proceedings to eliminate Article XVI, Rights of First Refusal, Sec. 1.
Resolution #74, 4/16/09

- C. Filing of Lien – Copies of the LWMC memo requesting authority for Management to initiate filing of Notice to File Lien to all delinquent owners were provided to the Board. Questions and comments were responded to by Mr. Coursen. After discussion,

Upon motion duly made and seconded, the Board agreed,

To authorize the Leisure World of Management Corporation as managing agent to proceed with sending a unit owner a Notice to File Lien when said owner becomes two months in arrears.

Resolution #75, 4/16/09

12. Grapevine – Review of Items – April/May – Mrs. Rabinow reviewed the items that will be included in the upcoming issue of the Grapevine.
13. Remarks by Visitors – There were no visitors at this time.

14. **Adjournment** – There being no further business, the meeting adjourned at 3:45 p.m.

Jacqueline S. Rabinow, President