

**REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Thursday, June 17, 2010**

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, June 17, 2010 at 1:30 P.M.

Directors Present: Richard Bambach, President; Frank Lozupone, Vice President; Agnes Glass, Secretary; Ralph Romano, Treasurer; Helen Bass; James Moores, Jacqueline Rabinow, Directors

For Management: Mark Ellis, Deputy General Manager; Gloria Robar, Mutual Assistant

Visitors: Jacqueline Butler, Geneva Foster, Muriel Killerlain

1. **Call to Order** – Mr. Bambach called the meeting to order at 1:30 P.M.
2. **Welcome Visitors** – Mr. Bambach welcomed Jacqueline Butler, Geneva Foster, and Muriel Killerlain to the meeting.
3. **General Manager’s Report** – Mark Ellis, Deputy General Manager presented the General Manager’s Report for June 2010. All questions and comments were responded to by Mr. Ellis.
4. **Adoption of Agenda** – The agenda was adopted as amended. Move Item 9. A. Mast to Item 6. President’s Comments. Add to Item 10. New Business – A. Pets.
5. **Approval of Minutes** – The minutes of May 20, 2010 were approved as presented.
6. **President’s Comments** – Mr. Bambach’s comments included the following:
 - Enjoyed trip to Arizona and Colorado.
 - Mast – (a) Sent a reminder letter (May 31, 2010 deadline) to Jean Mast and David Mast prior to trip. (b) Mr. Bambach spoke to David Mast on June 15 and was told that the child no longer lives in the unit; however, he got the impression that she is brought in daily to be cared for and leaves with the caretaker. (c) There is only one dog in the unit and a walk through showed that the cleaning up of the area has

improved. (d) Plans are in place to move out of Leisure World. (e) A vehicle with expired license tags has been reported to be on the property. (f) A file copy containing the correspondence, minutes and complaints regarding the Mast issue will be provided to Tim Coursen, Assistant General Manager.

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

To request that the Leisure World Management resume the negotiations to regularize the Jean Mast and David Mast situation.

Resolution #11, 6/17/10

7. Reports – Mutual Officers’/Committee Chairs

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

- (1) Unit Status Report (attached) was reviewed by Mrs. Glass.
- (2) Five units are on the active listing (two for rentals).

B. Treasurer’s Report – Romano – Mr. Romano’s report included:

- (1) The AR Status Report was not available at this time.
- (2) Reinvesting of CD – A matured CD at the Nexity Bank currently earns an interest rate of 1.08%. It was agreed that the Mutual Accountant be advised to reinvest the CD at the best available rate.
- (3) Invoices for Payment – Mr. Romano presented the following invoices for payment:
 - (a) Contract Carpet Systems – Invoice #: 72488 – Invoice Date: 5/6/10 – Amount: \$1,690.76.

Upon motion duly made by Ralph Romano and seconded, the Board agreed,

To approve the payment of \$1,690.76 to Contract Carpet Systems for the installation of flooring of the lobbies and elevators in Building #11 – 15100 Glade Drive and Building #13 – 15121 Glade Drive.

Resolution #12, 6/17/10

- (b) DeLeon & Stang, CPAs & Advisors – Invoice #61642 - Invoice Date: 3/31/2010 – Amount: \$2,300.00.

Upon motion duly made by Ralph Romano and seconded, the Board agreed,

To approve the payment of \$2,300.00 to DeLeon & Stang, CPAs & Advisors for the completion of all phases of the 12/31/09 year ended audit engagement of Mutual 14.
Resolution #13, 6/17/07

(c) List of invoices for May 20, 2010 thru June 20, 2010 were reviewed by the Board and placed on file.

C. Property Maintenance Committee – Lozupone – Copies of the May PMC meeting minutes were attached to the agenda.

(1) Dynalectric Preventative Maintenance Proposal – Mr. Lozupone reviewed the updated proposal from Dynalectric. Several points of the proposal were still unclear, therefore Mr. Lozupone will request another proposal with more specific and detailed information.

(2) Elevator Lobbies – After discussion,

Upon motion duly made by James Moores and seconded, the Board agreed,

To approve the expenditure to tile the elevator floors and the first floors of the lobbies of the remaining 6 buildings in the amount of \$8,400.

Resolution #14, 6/17/10

(3) Concrete Proposal – Mr. Lozupone stated that two bids were received for the laying of concrete under the stairwells of Building #12 and the floor of Carport #12. H&H submitted a bid in the amount of \$40,810 and Walker Willis, \$42,997.

Upon motion duly made by James Moores and seconded, the Board agreed,

To approve the expenditure proposed by H&H Concrete in the amount of \$40,810 to lay concrete under the stairwells at the “A” and “G” end of Building #12 – 15111 Glade Drive and the floor of Carport #12.

Resolution #15, 6/17/10

(4) Carpet Proposal – The carpeting of the first floor of Building #12, already in progress will cost \$8,000. The floor will be leveled and smoothed prior to the laying of the carpet.

Upon motion duly made by Jacqueline Rabinow and seconded, the Board agreed,

To approve the carpeting of the first floor of Building #12 – 15111 Glade Drive in the amount of \$8,000.

Resolution #16, 6/17/10

- D. Advisory Committee – Glass – The Advisory Committee met on Wednesday, June 16, 2010 and all buildings were represented with the exception of Building #11.
- New building rosters were provided to the building representatives.
 - Building #11-2C – Maria Cruz – Barking dog – A letter will be sent to Ms. Cruz about the issue.
 - Broken Trash Room Doors – Buildings #11, #15 & #16 reported broken doors.
 - Wilma Townsend - #14-1C – due to be visited.
 - Next meeting – August 18, 2010.
- E. Landscape Committee – Moores – A written report was submitted by Sharon Moores and placed on file.
- It was agreed that all Mutual business correspondence will be printed on Mutual letterhead.
- F. Social Committee – Moores – A written report was submitted by Sharon Moores and placed on file.
- Mrs. Moores’ report stated that the picnic was very successful and extended her appreciation to the members of the Social Committee: Dolores Scott, Kathy Viney, Ellen Wilson, Margaret Meredith, Dorothy Taylor, Barbara Martin, Marge Steffen, and Mary West. Also receiving a special “thank you” were Ralph Romano and Don Emel, special chefs for the day, and Ed Andrews, Bill Buck and Jim Moores for helping to set up and taking down the tables and Dolores Scott for making the “dirt”. It was noted that without the tables, more interaction between people that did not live in the same building or on the same street was very evident.
 - The Ice Cream Social will be held on July 14, 2010.
 - Picnic Complaint – Mr. Moores requested that a letter be sent from the Board to Edith Avola, 15111 Vantage Hill Road, #4C regarding the incident that took place just before the start of the picnic.

Upon motion duly made by Agnes Glass and seconded, the Board agreed,

That a letter from the Mutual Board of Directors be sent to Edith Avola with an explanation of “common elements” and its use, the responsibility of the Mutual Board of Directors in all Mutual events and the proper procedure to file a complaint.

Resolution #17, 6/17/10

8. LWCC Reports –

A. LWCC BOD – There was no report at this time.

B. LWCC Advisory Committees – Copies of a written report of the June 2010 LW Advisory Committee meetings attended by Jackie Rabinow were provided to the Board and on file. Highlighted items included the following:

- **E & R Committee – July 5th Picnic on Lanai - \$1.00 for table reservation. Oasis courses will be available to L.W.**
- **Emergency Prep Committee – Articles on various emergency concerns will be published in the Leisure World News.**
- **Ad Hoc Marketing Committee – Marketing plan pending Cortese decision. Weichert Realtors developing website.**
- **Community Planning Committee – Clubhouse I window replacements – 2 RFPs received. Priority of renovations to be finalized.**
- **S & T Committee – SPOs to check that all decals have been updated.**
- **3 M Committee – Sub-metering subcommittee reports that after much consideration that it would be a waste of time and resources to proceed with obtaining further sub-metering information at this time. It was also stated that most of the master meter mutuals voted against sub-metering.**
- **Health Committee – The Ad Hoc Medical Center Consultant Committee reported that it will request an RFP re: consulting contract to be prepared to seek management for the Center.**

9. Unfinished Business –

A. Mast – Subject was discussed at Item 6. President’s Comments.

10. New Business

A. Pets – Copies of an article by the Washington Post regarding pets was provided to the Board and reviewed by Mrs. Rabinow. It was suggested that the Board review the Mutual rules and bylaws referencing pets and that the subject be placed on the July agenda.

Revision of Mutual 14's ByLaws – It was stated that the Board seriously consider the revision of the mutual's bylaws.

ABM – Easement Procedures – James Moores – Mr. Moores stated that the rule regarding the need of a 66.2/3% approval vote from all unit owners to add an addition to a unit should be suspended. Mr. Moores duly made a motion to suspend the “addition to units rule in the Bylaws”. The motion did not receive a second and failed.

11. **Grapevine – Mrs. Rabinow reviewed the items that will be included in the next issue of the Grapevine.**
12. **Open Forum – (1) Geneva Foster – Storage of items in front of Unit #17-3E - Letter has been sent by the Board to the unit owner; letter will be resent and Social Services will be contacted. (2) Walkway/Carport Debris – Carports cleaned twice a year. (3) Jackie Butler – Bldg. #10 – Dirty stairwells. The Mutual Assistant will contact Stansbury Services.**
13. **Next Meeting – July 15, 2010 – 1:30 P.M. – Sullivan Room**
14. **Adjournment – There being no further business, the meeting adjourned at 3:40 PM.**

Richard Bambach, President

Agnes Glass, Secretary