

**REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Thursday, June 20, 2013**

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 20, 2013 at 1:30 P.M.

**Directors Present:** John Radcliffe, President; Linda O’Neil, Vice President; Agnes Glass, Secretary; Barbara Martin, James Moores, Directors

**Directors Absent:** Richard Bambach, Barbara Palmer

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

**Visitors:** William Buck, Sharon Moores, Kathy Viney

1. **Call to Order** – Mr. Radcliffe called the meeting to order at 1:33 P.M.
2. **Welcome Visitors** – Mr. Radcliffe welcomed William Buck, Sharon Moores and Kathy Viney to the meeting.
3. **General Manager’s Report** – Kevin Flannery, General Manager, presented the General Manager’s Report for June 2013. All questions and comments were responded to by Mr. Flannery.
4. **Adoption of Agenda** – The agenda was approved as presented.
5. **Approval of the Minutes** – The minutes of May 16, 2013 were approved as presented.
6. **President’s Comments** – Mr. Radcliffe’s comments included: A. Carport concrete project completed @ Bldg. #16. B. McKenzie Engineering – exterior inspection of apartment buildings should be in progress.
7. **Reports: Officers’/Committee Chairs** –
  - A. **Secretary’s Report** – Glass-

**(1) Status Report – (attachment 1) – Copies of the report were provided to the Board and reviewed by Mrs. Glass.**

**B. Treasurer’s Report –**

**(1) Invoices – Copies of the List of Invoices under \$1,000 were provided to the Board and reviewed by the Mutual Assistant.**

**Upon motion duly made by James Moores, the Board agreed,**

**To approve the payment of the List of Invoices (under \$1,000) in the amount of \$4,899.98.**

**Resolution #12, 6/20/13**

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

**To approve the payment of \$1,038.50 to McFall/Berry – Invoice #: 157518 – Invoice Date: 5/21/13 – Proposal #13220 – Enhancement for the atrium areas in Mutual 14.**

**Resolution #13, 6/20/13**

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

**To approve the payment of \$1,131.00 to McFall/Berry – Invoice #: 157766 – Invoice Date: 5/31/13 – Proposal # 13380 – for the supplying of the annual Spring Flowers throughout Mutual 14.**

**Resolution #14, 6/20/13**

**(2) Suggested/Necessary Resolutions – Copies of the suggested actions submitted by Raymond Lee, Mutual 14 Accountant were provided to the Board. After discussion,**

**Upon motion duly made by James Moores, the Board agreed,**

**To approve under one motion, the following:**

**(1) Redeem and reinvest CD 3151, Account #8000061121 with SONA Bank at 1.00% into a 24 month CD, with a one time “penalty fee” withdrawal and reinvest all earned interests back into the CD.**

**(2) Invest and renew CD 3119, Account #5100476109 with Ascencia Bank for a 12 month CD at the best available rate at any bank and reinvest all earned interest back into the CD.**

**(3) Invest and renew CD 3152, Account #8000061660 with SONA Bank for a 12 month CD at the best rate available at any bank or invest/renew for 24 month CD with a one time “penalty free” withdrawal. Reinvest all earned interest back into the CD.**

(4) Invest and renew CD 3153, Account #8000061671 with SONA Bank for a 12 month CD at the best rate available at any bank or invest/renew for a 24 month CD with a one time “penalty free” withdrawal. Reinvest all earned interest back into the CD.  
(5) In the absence of the Treasurer, the President and the Vice President may authorize investment actions on behalf of Mutual 14.  
Resolution #15, 6/20/13

- PM  
prior to the
- C. Property Maintenance Committee – Buck – Mr. Buck reported that a slight change has been made in the procedure of approving proposals. Hereafter all proposals recommended by the Committee will be emailed to the Board for its review next Board meeting.
  - D. Advisory Committee – Glass – Mrs. Glass’ report included:  
(1) Full attendance at the June 19<sup>th</sup> meeting. (2) Issues of Buildings #12, #14 and #15 were discussed. (3) Pet policy. (4) Cut off valve tags was provided. (5) Carport issue – Bldg. #13.
  - E. Landscape Committee – Moores – Mrs. Moores’ report included:  
(1) Friendly clean up letters were mailed to residents by the Committee. (2) Central Park Proposal – Redo the rock bed, remove shrubbery, build wall alongside the sidewalk. It was suggested that the proposal be postponed pending the result of the structural inspection of the apartment buildings by McKenzie Engineering Services. (3) Remove magnolia tree @ 8H.
  - F. Social Committee – Moores – Next Event: Ice Cream Social and Bingo on Wednesday, July 24<sup>th</sup>, 7:00 PM. at Clubhouse II – Cost: \$5.00.
8. Grapevine – It was suggested that the publishing of the Mutual 14 Rules be postponed until approved by the Board
9. Unfinished Business –
- A. Delinquent Accounts – Radcliffe – Mr. Radcliffe’s report included:  
(1) The seriously delinquent accounts: #14115 (\$21,027), #14104 (\$4,146) and #14125 (\$3,459). Two of the accounts are rental units, it is suggested that a letter be sent to the renters stating that their rental payments be redirected to the Mutual. It was agreed that Mr. Radcliffe will seek legal counsel to provide the Board resolution to this major concern.
  - B. Ad Hoc Rental Committee – Palmer – There was no report at this time.

- C. **M14 Rules/Rules Digest – Viney** – Copies of the proposed revision to the Mutual Rules were provided to the Board. The revision to the M14 Rules was reviewed by Ms. Viney.
10. **New Business** –
- A. **Parking** – Mr. Radcliffe stated that illegally parked cars are a concern and possibly a result of individuals illegally residing in the Mutual. Mr. Radcliffe will also seek legal assistance for this concern.
- B. **McKenzie Engineering Service** – It is noted at this time that it is uncertain if the inspection of the apartment buildings has commenced.
11. **LWCC Advisory Committees** –
- A. **Education/Recreation-Leanza-(attachment 2)** – Copies of the report were provided to the Board.
- B. **Restaurant-Moores** – Mr. Moores’ report included: (1) ½ price Burgers on Saturdays – 11:30 A.M. – 3:00 P.M. (2) Major adjustments are anticipated for the Food Services.
12. **Open Forum** – There were no items from the Floor at this time
13. **Next Meeting** – Thursday, July 18, 2013 – 1:30 P.M. – Sullivan Room
14. **Adjournment** – The meeting adjourned at 3:00 P.M.

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John Radcliffe, President

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Agnes Glass, Secretary