

**REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Tuesday, November 19, 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 Tuesday, November 19, 2013 at 9:30 A.M.

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

**Directors Absent:** Barbara Palmer

**For Management:** Jolene King, Asst General Manager; Gloria Robar, Mutual Assistant

**Visitors:** Betti Goodman, Jackie Rabinow, Jessica Bernal, Mutual Assistant

1. Call to Order – Mr. Radcliffe called the meeting to order at 9:30 A.M.
2. Welcome Visitors – Mr. Radcliffe welcomed Betti Goodman, Jackie Rabinow, and Jessica Bernal, Mutual Assistant
3. General Manager’s Report – Jolene King, Asst General Manager, presented the General Manager’s Report for November 2013. All questions and comments were responded to by Mrs. King.
  - A. PPD Oversight Fees/Charges – Mrs. King stated that there has not been a change in PPD policy, there has always been a project management fee versus charges included in the M/O agreement – there is no charge for the scoping of and bidding of a project. At the project management phase – delivery of materials, removal and relocation of objects in the way of the contractor, verification of delivery and materials – Mutual preference determines involvement of PPD. Mrs. King responded to the questions and comments of the Board.
4. Adoption of Agenda – The agenda was approved as presented.
5. Approval of the Minutes – The minutes of October 17, 2013 were approved as presented.

6. **President's Comments:** Mr. Radcliffe's comments included: A. Shoring up of carports is in progress and painting of the girders will be done at end of the project. B. McCabe's report – Letters of collection have been sent to the Sorkowitz, Lowe and Nixon owners and/or legal representatives. Mr. McCabe will be invited to the next meeting. C. McFall/Berry expressed its concern over the patching of the asphalt throughout the Community – news of anticipated snow fall; patching may be damaged by the snow plows.

A. **Secretary's Report – Glass-**

- (1) **Unit Status Report – (attachment 1) –** Copies of the report were provided to the Board and reviewed by Mrs. Glass.
- (2) **3 units on active listing.**

B. **Treasurer's Report –**

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

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

To approve the payment of the List of Invoices, dated 10-18-13 through 11-19-13, (under \$1,000), in the amount of \$4,569.03.  
**Resolution #45, 11/19/13**

C. **Property Maintenance Committee-** Copies of the 2014 Preventative Maintenance Projects were provided to the Board and reviewed by Mr. Buck. After discussion,

Upon motion duly made by James Moores,

ample That all structural projects be delayed for now, with the exception of projects already approved and emergency situations until information is received.  
By a vote of 3 Nays, 2 Ayes, the motion failed.

D. **Advisory Committee – Glass** – Mrs. Glass' report included: (1) there was no meeting in November. The next scheduled meeting will be held in December. (2) Speeding through the mutual is a major concern of the Committee.

E. **Landscape Committee – Moores** – Progress.

- F. Social Committee – Moores – The Annual Party will be held on December 10, 2013 – There will be a band and the food will be catered by a Greek Catering service.
8. Grapevine – It was suggested that EPAC and insurance items should be published in the Grapevine.
9. Unfinished Business –
- A. Contract Management Services-2014-(attachment 2)  
After discussion,
- Upon motion duly made by Richard Bambach, the Board agreed,
- To approve the 2014 Contract Management Services as presented.  
Resolution #47, 11/19/13
- B. M/O Agreement-2014-(attachment 3)  
After discussion,
- Upon motion duly made by Richard Bambach, the Board agreed,
- To approve the 2014 Management and Operating Agreement as presented.  
Resolution #48, 11/19/13
- C. McCabe Action to Delinquent Accounts-(attachment 4) – Copies of Mr. McCabe’s correspondence referencing the delinquent accounts of  
Lowe, Nixon and Sorkowitz were provided to the Board.
10. New Business – Mr. Radcliffe suggested a partial payment be made to Bostic & Sons for the shoring up of the carports – The Board agreed to the partial payment contingent upon receipt of an invoice from the contractor. It was suggested that a lease addendum be sent to all current landlords.
11. LWCC Advisory Committees –
- A. Education/Recreation-Leanza – There was no report at this time.
- B. Restaurant-Moores – Progress.

**NOTE:** Time of Board Meeting was discussed at this time.  
The Board had agreed to hold this meeting at 9:30 A.M on a one time trial basis. Originally, the Board met on the 3<sup>rd</sup> Thursday of each month at 1:30 P.M.

Upon motion duly made by James Moores,

That the Board meeting time be rescheduled back to the afternoon.

By a vote of 2 ayes, 1 nay, the motion passed.

**Resolution #49,11/19/13**

It was stated that the time change to the afternoon will be on Tuesday. The Mutual Assistant will look for a meeting place should the Sullivan Room not be available.

12. **Open Forum** – Items from the Floor: (1) Bldg. #16 lobby floor tile repair issue. Bostic will be contacted by Linda O’Neil. (2) EPAC-Mutual Readiness Program for all mutuals.
13. **Next Meeting** – Tuesday, December 17, 2013 – 1:30P.M. – Place: TBD
14. **Adjournment** – The meeting adjourned at 11:05 A.M.

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John Radcliffe, President

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Agnes Glass, Secretary