

**REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday October 21, 2014**

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, October 21, 2014 at 9:30 A.M.

Directors Present: John Radcliffe, President; Linda O’Neil, Vice President; Kathy Viney, Secretary; Barbara Palmer, Treasurer; Barbara Martin, James Moores; Directors

Directors Absent: Vickie McCarty

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

Visitors: Barbara Bowers, Pat Leanza, Jackie Rabinow, Elinor Walker

1. **Call to Order** – Mr. Radcliffe called the meeting to order at 9:30 A.M.
2. **Welcome Visitors** – Mr. Radcliffe welcomed Barbara Bowers, Pat Leanza, Jackie Rabinow and Elinor Walker to the meeting.
3. **General Manager’s Report** – Tim Cousen, Asst General Manager, presented the General Manager’s Report for October 2014. All questions and comments were responded to by Mr. Coursen.
4. **Adoption of Agenda** – The agenda was approved as amended. Add...11. New Business – E. RCM & Decks Plus Resolutions.
5. **Approval of the Minutes** – The minutes of September 16, 2014 were approved as presented.
6. **President’s Comments** – Mr. Radcliffe announced the departure of Raymond Lee, Mutual 14 Accountant, who has accepted a position outside of Leisure World.
7. **Open Forum** – From the Floor: A. Items in lobbies.
8. **Reports – Officers/Committee Chairs** –

A. Secretary's Report – Viney –

(1) Status Report – (attachment 1) – Copies of the report was made available to the Board and reviewed by Ms. Viney.

B. Treasurer's Report –Palmer –

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

Upon motion duly made by Bobbie Palmer, the Board agreed,

To approve the payment of the List of Invoices (under \$1,000) in the amount of \$3,982.56.

Resolution # 60, 10/21/14

Upon motion duly made by Kathy Viney, the Board agreed,

To approve the payment of \$10,120.00 to H&H Concrete Construction, Inc- Invoice #: HH20141522-Invoice Date: 6/15/14-Repair of sewer line @ Vantage Hill Court (Lamb).

#6

Resolution #61, 10/21/14

Upon motion duly made by Barbara Martin, the Board agreed,

To approve the payment of \$13,867.00 to H&H Concrete Construction, Inc- Invoice #: HH20141512-Invoice Date: 6/15/14-Concrete driveway repair @ #6 Vantage Hill Court (Lamb).

repair @ #6

Resolution #62, 10/21/14

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

To approve the payment of \$10,384.00 to LWMC (43095) for the dryer vent cleaning of 176 units @ the proposal cost of \$59.00 per unit in

Mutual 14.

Resolution #63, 10/21/14

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

To approve the payment of \$4,650.00 to McFall/Berry-Invoice #:170997- Invoice Date: 9/26/14-Proposal #14390-Supply material & labor to construct a patio area @ Central Park.

construct a

Resolution #64, 10/21/14

Upon motion duly made by Kathy Viney, the Board agreed,

To approve payment in the amount of \$1,605.61 to A&A Water/Fire Damage Restoration-For water clean up-Invoice #: 3977-Date of Event: 6/12/14-Toilet tank in Unit #15-3B (Kapsianos) leaked into Unit #15-2B (Thompson). Inclusive of motion-resident is to be contacted to reimburse Mutual 14 for said same amount of \$1,605.61.
Resolution #65, 10/21/14

Upon motion duly made by Barbara Martin, the Board agreed,

To redirect charges in the amount of \$77.61 for the roofing repair @ Unit #14-3A (Fones) on August 8, 2014 to Clay Kenny Home Improvement.
Resolution #66, 10/21/14

C. Property Maintenance Committee – Leanza- Copies of the PMC October 2, 2014 meeting minutes were provided to the Board and reviewed by Mr. Leanza.

D. Advisory Committee – Viney – Ms. Viney’s report included: (1) The Committee has agreed to meet every other month at Ms. Viney’s unit. (2) The directory will be reprinted and published in the December issue of the Grapevine. (3) Noise issues. (4) Green will obtain updated information door to door.

E. Landscape Committee – Moores – The Committee has received very positive comments referencing the landscape of Mutual 14.

F. Social Committee – Moores – The Halloween Party includes potluck dinner and will be held on October 29, 2014.

G. Rules Committee – Viney – Ms. Viney’s reported that there was no response to letter sent to resident with items in the “T” – a second letter will be sent out.

9. Grapevine-Beth Leanza – The current edition of the Grapevine will be sent to the Mutual Assistant by the end of the week.

10. Unfinished Business –

A. Approval-2015 Budget-(attachment 3) – Copies of the 2015 Mutual 14 Budget were mailed to all unit owners on August 27, 2014.

Upon motion duly made by Kathy Viney, the Board agreed,

To approve the Mutual 14’s 2015 Budget as presented and mailed to all unit owners of Mutual 14.
Resolution #67, 10/21/14

- B. Advisory Committee Membership-(attachment 4) – Applications were received by Mr. Radcliffe from: Beth Leanza, Education & Recreation Advisory Committee; J. Donald Pruett & Jackie Rabinow, Emergency Preparedness Advisory Committee; Joan Reynolds, Golf & Greens Advisory Committee; James Moores, Restaurant Advisory Committee; J. Donald Pruett, Security & Transportation Advisory Committee.

11. New Business –

- A. Audit Report/Letter-(attachment 5, after discussion,

Upon motion duly made by Kathy Viney, the Board agreed,

To approve the Malvin Riggins Company as Auditor for Mutual 14.

Resolution #68, 10/21/14

- B. M&O/Contract Agreements-(attachment 6)

Copies of the agreements were provided to the Board and will be placed on the November agenda for review and action.

- C. Knox Box-Fire Alarm System- Copies of the MC Fire & Rescue Service memorandum were provided to the Board and reviewed by Mr. Radcliffe. Mr. Leanza and Hal Crisp will be working on this project.

- D. Water Damage-15-3G-Nixon-(attachment 7) – It was noted that any cost/charge to the Nixon account (in foreclosure) will be forwarded to legal counsel.

- E. RCM & Decks Plus Resolutions-O’Neil –

(1) RCM Resolution – after discussion,

Upon motion duly made by Kathy Viney, the Board agreed,

To approve the progressive payment of \$6,500 to RMC Welding, Inc upon receipt of invoice for the Balcony project @ 15111 Glade Bldg. 12. The balance of \$6,500 to be paid upon completion of and issuance of final invoice with Board approval same resolution.

Drive,
project
inclusive of said

Resolution #69, 10/21/14

(2) Decks and Plus resolution – after discussion,

Upon motion duly made by Kathy Viney, the Board agreed,

To approve the progressive payment of \$2,060 to Decks and Plus LLC upon receipt of invoice for the Fence (transformers) project in Mutual 14. The balance amount is to be paid upon completion of project and issuance of final invoice with Board approval inclusive of said resolution.

same

Resolution #70, 10/21/14

12. LWCC Advisory Committees –

A. Education/Recreation-Leanza –Copies of Mrs. Leanza’s report was provided to the Board.

B. Restaurant-Moores- Mr. Moores report included: (1) Anticipated completion of Maryland Room project-April 2015. (2) Crystal Ballroom project/chandelier continues to be an issue. (3) Several plans are being considered for the Café Bistro.

C. Emergency Prep-Pruett – There was no report at this time.

D. Security/Transportation-Pruett – There was no report at this time.

13. Next Meeting – Tuesday, November 18, 2014 – 9:30 A.M. – Sullivan Room

14. Adjournment – The meeting adjourned at 11:05 A.M.

John Radcliffe, President