

REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Tuesday, January 19, 2016

Res # 69- # 77

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, January 19, 2016 at 9:30 a.m.

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

For Management: Tim Coursen, Assistant General Manager; Kenia Callejas, Mutual Assistant.

Visitors: Jackie Rabinow, Jim O’Neil, Barabara Bowers, Connie Hughes, Suzanne Schust, Ron Krams, and Beth Leanza

1. Call to Order – Mrs. O’Neil called the meeting to order at 9:30 a.m.
2. Welcome Visitors – Mrs. O’Neil welcomed visitors to the meeting.
3. General Manager’s Report – Tim Coursen, Assisted General Manager, presented the General Manager’s Report for January 2016. All questions and comments were responded to by Mr. Coursen.
4. Adoption of Agenda – The agenda was approved as amended.
5. Approval of the Minutes – The minutes for December 15, 2015 was approved.
6. President’s Comments – Mrs. Linda O’Neil commented on the following:
  - A. Looking at priorities for the year.
7. Reports – Officers/Committee Chairs –
  - A. Secretary’s Report – Viney –
    - 1 Status Report – (attachment 1) – Copies of the report were made available to the Board and reviewed by Ms. Viney.

2 Upon motion duly made by Kathy Viney and seconded by Barbara Palmer, the Board agreed -

- (a.) **Re B14-#1F** (Barbara J. Doxie, Owner [deceased])  
To accelerate the condo fees on this unit to the annual assessment for 2016, and to instruct our attorney to attach a lien on the property for the full amount due.

Resolution #69, 12/19/16

- (b.) **Re B14-#2E** (Dosch), in foreclosure:  
To accelerate the condo fees on this unit to the annual assessment for 2016, and to instruct our attorney to increase our lien (or attach a second lien) on the property for the amount due.

Resolution #70, 12/19/16

- (c.) **Re B15-#2B** (Leo W. Thompson, Owner)  
As the unit owner is now more than six months in arrears, To accelerate the condo fees on this unit to the annual assessment for 2016, and to instruct our attorney to increase our lien (or attach a second lien) on the property for the amount due. To also instruct our attorney to proceed with legal action to attach the owners' assets.

Resolution #71, 12/19/16

- (d.) **Re B16-#2C** (Layman), in foreclosure:  
To accelerate the condo fees on this unit to the annual assessment for 2016, and to instruct our attorney to increase our lien (or attach a second lien) on the property for the amount due.

Resolution #72, 12/19/16

B. Treasurer's Report – Palmer –

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

Upon motion duly by Bobbie Palmer and seconded by Kathy Viney, the Board agreed -

To approve the payment of the List of Invoices (12/15/15 through 1/18/15), under \$1,000 in the amount of \$254.82.

Resolution #73, 1/19/15

Upon motion duly made by Bobbie Palmer and seconded by Kathy Viney, the Board agreed –

To reimburse LWMC for their payment in the amount of \$518.14 and send a letter to the resident for reimbursement to Mutual 14 for the Insurance Claim – A/c in 3D was leaking and went into 2D @ 15100 Glade Dr 11-3D (Brook – Evans).

Resolution #74, 1/19/16

Upon motion duly made by Bobbie Palmer and seconded by Kathy Viney, the Board agreed –

To approve payment of invoices over \$1,000 : McKenzie Engineering in the amount of \$1,120.00 for structural report.

Resolution #75, 1/19/16

C. Property Maintenance Committee –

- (1.) Pat Leanza reported on the PMC minutes for January 7<sup>th</sup>, 2016.
- (2.) Linda O’Neil reported on the MCKENZIE structural report on unit 13-3A and 6 Vantage Hill Ct.
- (3.) Harold Crisp reported about the standpipe system report from FireMak. FireMak send a quote for 22 thousand dollars to repair. Also reported on the system update for Dynalectric. Harold Crisp recommended setting up a monitoring system. Harold Crisp recommended to the Board to hire an engineer who is a specialist in fire safety.

Upon motion duly made by Jim Moores and seconded by John Radcliffe, the Board agreed-

To authorize Harold Crisp to get quotes from consults for the services they can provide Mutual 14 and how much for the consulting.

Resolution #76, 1/19/16

- D. Advisory Committee – No Report.
  - E. Landscape Committee – No Report.
  - F. Social Committee – No Report.
  - G. Rules Committee – Solicitation materials for (businesses or elections) are prohibited throughout the Mutual.
9. Grapevine-Beth Leanza – The Grapevine is progressing.
10. Unfinished Business –
- A. Rental Policy – The attorney drafted the policy and another discussion will take place then a final draft will be submitted.
11. New Business –
- A. Insurance – Learn about the procedures for insurances.
  - B. McKENIZE report - Linda O'Neil discussed the report from McKENIZE.
  - C. CCOC Course – Online exam for current Board members and any resident desiring to be on the Board in the future.
  - D. Elections – Discussion of Annual Meeting.
  - E. WSSC Revised Reimbursement -

Upon motion duly made by Jim Moores and seconded by John Radcliffe, the Board agreed-

To accept the 6,278.80 from WSSC for future repairs of Vantage Hill Ct.

Resolution #77, 1/19/16

- F. Annual website usage – Kathy Viney discussed the Mutual 14 website usage
- G. ABM – Reject the ABM for Unit 4 Vantage Hill Ct. 2-B

12. LWCC Advisory Committees –
  - A. Education/Recreation– No Report.
  - B. Restaurant-Moores – No Report.
  - C. Emergency Prep– Don Pruett disused about aluminum wiring and smoke detectors.
  - D. Safety/Transportation – No Report.
13. Open Forum – None.
14. Next Meeting – The next meeting will be held Tuesday, February 16, 2016 at 9:30 a.m. in the Sullivan Room.
15. Adjournment – The meeting adjourned at 11:12 a.m.

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Linda O'Neil, President





