

REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Tuesday, March 15, 2016

Res #83-91

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, March 15, 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, Suzanne Schust, Ron Krams, and Beth Leanza, Jon Lamb, Mary Lamb, Sharon Moores, Arthur Hooker, Maxine Hooker,

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, Assistant General Manager, presented the General Manager's Report for March 2016. All questions and comments were responded to by Mr. Coursen.
4. Adoption of Agenda – The agenda was amended to add 10. D. Energy Committee.
5. Approval of the Minutes – The minutes for February 16, 2016 were approved as presented.
6. President's Comments – No Comments.
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 John Radcliffe, the Board agreed –

Re B10-3G (Charlene P. Blumenthal Trust Owner)

To accelerate the conde fess 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 #83, 3/15/16

Re. Blumenthal lien will be rescinded at April Meeting

B. Treasurer's Report – Palmer –

(1) Current Invoices – Copies of the List of Invoices 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 (2/16/16 through 3/15/16), under \$1,000 in the amount of \$3,516.98.

Resolution #84, 3/15/16

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

To approve the payment of the following invoices over \$1,000 –

\$2,500.00 (1) Malvin, Riggins & Company, PC – Progress invoicing for annual audited financial statements and related tax returns.

Resolution #85, 3/15/16

C Property Maintenance Committee – Pat Leanza reported the following:

(1.) The PMC met on March 3<sup>rd</sup>, 2016. It is still being thought on what to do with the WSSC reimbursement.

(2.) The Helical Piers started out on the wrong end of the building but they were notified where the correct side is.

(3.) The PMC meet and had a walkthrough and noted where asphalt needed to be patched.

(4.) Upon motion duly made by Kathy Viney and seconded by Jim Moores, the Board agreed –

To accept the PPD proposal to replace smoke detector batteries at a cost of \$17 per battery & \$38 per smoke detector (replace where necessary), payment to be charged to smoke sensors.

Resolution #86, 3/15/16

(5.) Upon motion duly made by Kathy Viney and seconded by Jim Moores, the Board agreed –

To accept the PPD proposal to inspect the circuit breaker and panel interior in all units @ \$33 each, payment charged to Fire & Safety.

Resolution #87, 3/15/16

(6.) Upon motion duly made by Barbara Martin and seconded by Bobbie Palmer, the Board agreed –

To accept the RMC Welding proposal for Masonry Work in Buildings 12 & 13. Payment to come out from the replacement reserves in the amount of \$12,474.00.

Resolution #88, 3/15/16

D. Advisory Committee - Kathy Viney reported.

E. Landscape Committee – Sharon Moores reported about a walkthrough on April 24<sup>th</sup>, 2016.

Upon motion duly made by Jim Moores and seconded by Bobbie Palmer, the Board agreed –

To approve the request to pay for the repair and/or replacement of the ends of the building in 17 & 14 which was damaged by McKENIZE Engineering and not to exceed \$40,000 Dollars.

Resolution #89, 3/15/16

F. Social Committee – There are 12 members that are helping the Social Committee. \_

Upon motion duly made by Jim Moores and seconded by Bobbie Palmer, the Board agreed to –

To approve to pay Sharon Moores \$75.00 in advance for refreshments for the Annual Meeting.

Resolution #90, 3/15/16

G. Rules Committee – None. \_

9. Grapevine-Beth Leanza – None.

10. Unfinished Business –

A. Doxie Unit – The Unit was a Bio-Hazard & Fire Hazard but the clean-up was accomplished by A&A restoration. John McCabe is handling the legality in the next of kin for the Doxie Unit.

B. Unit 13-2C request for smoke policy – Deferred.

11. New Business –

A. Candidates – A total amount of six candidates. Three men and Three women

B. Protocol for deceased residents – Kenia (Mutual Assistant) reported the protocol for a deceased resident.

C. Unit 12-1C insurance claim –

Upon motion duly made by Kathy Viney and seconded by Patrick Leanza, the Board agreed –

To waive the insurance claim for Stephanie Sidella for \$535.51 because the problem came from the main pipe.

Resolution #91, 3/15/16

D. Energy Committee – PPD will calculate the e-rating for a mass project in the mutual. Kathy Viney will calculate the e-rating credit for replacement windows.

12. LWCC Advisory Committees –
  - A. Education/Recreation– Leisure World will have a Flea Market on April 16<sup>th</sup>.
  - B. Restaurant-Moores – No Report.
  - C. Emergency Prep– The EPAC will host a workshop for personal preparedness plan on April 5<sup>th</sup>, 2016 from 1-4.
  - D. Safety/Transportation – Don Pruett had Tim Coursen talk about the Robo calls.
13. Open Forum –
14. Next Meeting – The next meeting will be held Tuesday, April 19, 2016 at 9:30 a.m. in the Montgomery Room.
15. Adjournment – The meeting adjourned at 11:14 a.m.

---

Linda O'Neil, President