

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

Res #30-#39

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 Administrative Building, on Tuesday, July 19th, 2016 at 9:30 a.m.

Directors Present: Linda O'Neil, President; James Moores, Vice President; Kathy Viney, Secretary; Barbara Palmer, Treasurer; Beth Leanza, Barbara Martin; Directors.

For Management: Kevin Flannery, General Manager; Kenia Callejas, Mutual Assistant

Visitors: Ron Krams, Sharon Moores, Jackie Rabinow, Jim O'Neil, Barbara Bowers, Ruth Hunter, Leona O'Reilly, Maxine Hooker, Richard Bambach, Pat Leanza, Carol Emel, Maureen de Souza, Anne Marie Martinez, Chuck Martinez, Wilma Townsend, Gloria McQueen, Suzanne Schust.

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 – Kevin Flannery presented the General Manager's Report for the month of July 2016. The report was received, noted and made part of the record.
4. Adoption of Agenda – The agenda was approved as amended to edit (12. Next Meeting- Tuesday August 16th, 2016).
5. Approval of Minutes – The minutes for June 21st, 2016 were approved as presented.
6. President's Comments –
 - A. Kathy Viney [B10] and John Radcliffe [15121 VHR] have been nominated by County Executive Ike Leggett to serve on Montgomery County's Commission on Common Ownership Communities (CCOC).

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.

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 made by Barbara Palmer and seconded by Kathy Viney the Board agreed:

To approve the payment of the List of invoices (6/21/16 through 7/19/16) under \$1,000.00 in the amount of \$5,377.58.

Resolution #30, 07/19/2016

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

To approve the payment of the following invoices over \$1,000.00

\$1,235.00 Rees Broome, Pc Invoice #948779 – For professional services rendered through June 30, 2016.

Resolution #31, 7/19/16

\$2,987.82 LWMC #87217 – Replaced trash room doors and frame @ 3510 Forest Edge Dr. Bldg.16

Resolution #32, 7/19/16

(2) Certificate of deposit –

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

To approve to roll over the SONA BANK CD matured on 07/13/16 at SONA BANK for a 12-month term with an interest return of 1.2500%.

Resolution #33, 7/19/16

C. Property Maintenance – Pat Leanza reported the following:

- The PMC met on July 7th, 2016.
- The committee talked about revising the “Who Pays for What” Policy.
- The committee is also talking about the need for a Property Manager.
- The asphalt and concrete work has started.

Linda O’Neil reported the following:

- The dumpsters in the trash room will be replaced. The price for 8 dumpsters is \$6,524.00. The dumpsters will take 4 to 6 weeks after the order goes in for delivery. They will install the new dumpsters and remove the old ones. The old ones will be recycled.

Upon motion duly by Beth Leanza, and seconded by Barbara Martin, the Board agreed –

To approve the proposal from the Vehicle Maintenance Sanitation and recycling of Leisure World of Maryland to purchase 8 dumpsters in the amount of \$6,524.00 to be paid from the replacement reserves.

Resolution #34, 7/19/16

D. Advisory Committee – Kathy Viney – None.

E. Landscape Committee – Sharon Moores- The Bushes are in, and the tree in the park will be a Corkscrew Willow which will go in September.

F. Social Committee – Sharon Moores – Ice Cream & Bingo is set for August 15th, 2016.

G. Rules Committee – Kathy Viney- None.

8. Unfinished Business –

A. Martinez Condo Fee – Upon motion duly made by Kathy Viney and seconded by Bobbie Palmer, the Board agreed-

To renew the motion to reimburse Mr. & Mrs. Martinez in the amount of \$584.00 representing the overpayment for electricity from June 2010 through June 2016 [73 months’ x \$8.00]

Resolution #35, 7/19/16

B. Lamb House – Colin McKenzie will come back to 6 Vantage Hill Ct. and compare the report from Mary Lamb’s son John Lamb.

9. New Business –

A. Vandalism/ bullying of Board Members – Linda O’Neil reported vandalism to her vehicle. LW Security and Montgomery County Police were notified of the incident. The Board adopted a Code of Conduct to ensure that good behavior and positive communication by everyone at the Board meetings.

- Don’t use abusive language.
- Don’t make insulting remarks, personal attacks, threats, or intimidation.
- Don’t yell or interrupt when someone else is speaking.
- Don’t let issues fester; address disagreements immediately, without confrontation.
- Accommodate where possible, then agree to disagree.

Due to the vandalism of Linda O’Neil’s vehicle the Board discussed purchasing surveillance cameras.

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

To have the PMC investigate cameras and report back to the Board on the cost and viability of installing surveillance cameras in individual carport spaces and throughout the Mutual carports to compare.

Resolution #36, 7/19/16

B. “GoodWill Fund” – The Board discussed the suggestion from Ron Krams to have a “GoodWill Fund” for Mutual 14 residents who need help if displaced from their homes by fires, water damage, mold, and etc. The Board agreed it was very thoughtful but it was decided that it was not an appropriate use of Mutual funds and would increase costs to the Mutual in administration, accounting, and legal fees.

C. ABM: 4 Vantage Hill Ct. 2B –

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

To approve the ABM (Application for Building Modification) to replace the exterior front door.

Resolution #37, 7/19/16

D. ABM: 15101 Glade Dr. 10-1A -

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

To approve the ABM (Application for Building Modification) to do the scope work as described in the ABM.

Resolution #38, 7/19/16

10. LWCC Advisory Committees

- A. Education/ Recreation – Beth Leanza – Beth Leanza reported that revenue is up in Clubhouse 2 because of the pool and down in other events because of other organizations, clubs, and mutual are holding events. The Maryland and Bistro Room are progressing. The New Fitness Center will start and hopefully completed by February 2017. There will be a new projector in the Auditorium. People in the Fitness Center are not signing in and they need to for funding.
- B. Restaurant – James Moores – None.
- C. Emergency Prep – J. Donald Pruett – None.
- D. Safety/ Transportation – J. Donald Pruett – None.

11. Open Forum –

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

To approve to credit owner Maureen & Boris De Souza (12511 Heurich Rd) for invoice #85049 in the amount of \$81.90 for leaking outside faucet at 15101 Glade Dr. #10-1E (Reuter, Mary Ann) and rebill mutual; Pay M-type when it arrives.

Resolution #39, 7/19/16

12. Next Meeting – Tuesday, August 16th, 2016 at 9:30 a.m. in the Sullivan Room

13. Adjournment - The meeting was adjourned at 11:17 a.m.

Linda O'Neil, President

