

REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday, August 16th, 2016

Res #42-#51

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, August 16th, 2016 at 9:30 a.m.

Directors Present: Linda O'Neil, President; James Moores, Vice President; Kathy Viney, Secretary; 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, Ruth Hunter, Leona O'Reilly, Maxine Hooker, Richard Bambach, Pat Leanza, Maureen de Souza, Harold Crisp.

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 August 2016. The report was received, noted and made part of the record.
4. Adoption of Agenda – The agenda was approved as amended to add (8. B. Wavier of Leisure World Facility Fees for Burned out Units & 9. H. CCOC Formal Complaint)
5. Approval of Minutes – The minutes for July 19th, 2016 were approved as presented.
6. President's Comments – None.
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 Kathy Viney and seconded by Barbara Martin the Board agreed:

To approve the payment of the List of invoices (7/19/16 through 8/16/16) under \$1,000.00 in the amount of \$6,158.45.

Resolution #42, 08/16/2016

Upon motion duly made by Kathy Viney and seconded by Barbara Martin, the Board agreed:

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

\$1,889.00 MSC: Inspections #IN54712 – Helical Piers Inspection at 3501 Forest Edge Dr.

Resolution #43, 8/16/16

\$1,056.40 MSC: Inspections #IN54713 – Helical Piers Inspection at 3511 Forest Edge Dr.

Resolution #44, 8/16/16

\$3,034.11 Schindler #7152370914 – Repaired failing motor control relays caused by brown out from storms, replaced relays in all 8 buildings in Mutual 14. Re-adjusted motor voltages. Re-adjusted electronic motor start.

Resolution #45, 8/16/16

\$6,588.75 McFall & Berry #187373 – Work per proposal throughout Mutual

Resolution #46, 8/16/16

C. Property Maintenance – Pat Leanza reported the following:

(1) NFP DEFICIENCY PROPOSAL –

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

To approve the proposal and payment for the sum of \$3,952.00 to install 8 new sprinkler head box, 1 head wrench for each sprinkler head box (8), and replace 16 recalled heads in trash shoot.

Resolution #47,08/16/16

(2) Fire Alarm – Mutual 14 is waiting for the completion of the fire alarm system in Mutual 15 to beginning working on their system.

(3) Handicap Ramp – The PMC discussed that if a resident wants to install a handicap ramp they will need to submit an ABM due to problems with painting and carpeting.

D. Advisory Committee – Kathy Viney – The Building Reps did have a meeting last week which was well attended by every Building rep. Most of the issues were physical maintenance which were reported to the PMC. Another issue had been an ongoing concern when an owner dies. Owners should leave any information regarding the Executor of the Estate.

E. Landscape Committee – Sharon Moores – The tree in the park is waiting until the weather cools down.

F. Social Committee – Sharon Moores – 66 people came to the ice cream & bingo that took place on August 15th, 2016.

G. Rules Committee – None.

8. Unfinished Business –

A. Lamb House – Upon motion duly made by Barbara Martin and seconded by Beth Leanza, the Board agreed:

To contact PPD for the plumbing inspection and for a bid on a Go engineer to perform a soil test to be paid out of the foundation replacement reserves fund.

Resolution #48, 08/16/16

- B. Waiver of Leisure World Fees for Burned Out Units – Upon motion duly made by John Radcliffe and seconded by Beth Leanza, the Board agreed:

To authorize Linda O'Neil (President) to request to the Leisure World Board to waive the Leisure World facility fee for the burned out units.

Resolution #49, 08/16/16

9. New Business -

- A. Reorganization Plan – The 3M group discussed the new reorganization plan and how it will affect the Mutuals. Many of the Mutuals need additional help.
- B. Property Manager – The PMC is a committee that takes on tasks similar to a Property Manager but sooner or later residents may no longer want to volunteer and a need for a Property Manager will grow.
- C. Revision of Who Pays List – Mutual 14 is revising the Who Pays List and is going back to the original template that many mutuals use.
- D. Insurance events and relationship to Who Pays Items – Jolene King went over insurance at the 3M Meeting. Mutual 14 will have a work session to work on the Who Pays list draft and also how insurance events fall into the list.
- E. Minutes of an Action: #40, 7/20/16 – Upon motion duly made by Kathy Viney and seconded by Jim Moores, the Board agreed:

To approve the Minutes of an action without a meeting #40, 7/20/16 which adopted to approve the Physical Properties Proposal to provide and replace damaged emergency light PCB board with LITELPU419 replacement boards to be paid from the Replacement Reserves in the amount of \$4,250.00

Resolution #50, 08/16/16

- F. Minutes of an Action: #41, 8/10/16 – Upon motion duly made by Kathy Viney and seconded by Jim Moores, the Board agreed:

To approve the Minutes of an action without a meeting #41, 8/10/16 which adopted to approve the payment to McKenzie Engineering Services, P.C. for consulting structural engineering services

regarding roof truss/ partition separations at 6 Vantage Hill Ct in the total amount of \$560.00

Resolution #51, 08/16/16

G. CCOC Orientation – Kathy Viney and John Radcliffe attended the CCOC Orientation.

H. CCOC Formal Complaint – The Board will review the CCOC complaint and respond.

10. LWCC Advisory Committees –

A. Education/ Recreation – Beth Leanza – No Meeting in July.

B. Restaurant – James Moores – None.

C. Emergency Prep – J. Donald Pruett – The Committee is beginning their process to start their fire forum.

D. Safety/ Transportation – J. Donald Pruett – The Committee approved the contract for the Leisure World Buses.

11. Open Forum –

12. Next Meeting – Tuesday, September 20th, 2016 at 9:30 a.m. in the Sullivan Room

13. Adjournment - The meeting was adjourned at 11:18 a.m.

Linda O'Neil, President