

REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Tuesday, February 21, 2017

Res #111-#118

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 February 21, 2017 at 9:30 a.m.

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

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

Visitors: Jennifer Murphy, Laura Pullen, Cathy Madden, Mary Lamb, Carol Emel, Richard Bambach, Jim O'Neil, Pat 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 – Kevin Flannery presented the General Manager's Report for the month of February 2017. The report was received, noted and made part of the record.
4. Adoption of Agenda – The agenda was approved as presented.
5. Approval of Minutes – The minutes for January 17, 2017 were approved as presented.
6. President's Comments – Linda O'Neil reported the following:
  - A. The Presidents from other Mutuals discussed the shooting incident at their 3M Meeting.
  - B. The Call for Candidates was mailed out to all unit owners for the April 27, 2017 Annual Meeting.
  - C. Mrs. O'Neil thanked Maureen Ross for being the editor for The Grapevine and welcomed Cathy Madden and Leona O'Reilly for being the new editors.
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 –

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

To approve the payment of the List of invoices (1/17/17 through 2/21/17) under \$1,000.00 in the amount of \$3,205.50.

Resolution #111, 2/21/17

Upon motion duly made by Bobbie Palmer and seconded by Kathy Viney, the Board agreed; To approve the payment of the following invoices over \$1,000.00:

\$1,250.00 Malvin, Riggins & Company, P.C. #1000059893 – For professional services rendered to date in connection with the annual audited financial statements for the year ended December 31, 2016.

Resolution #112, 2/21/17

\$3,111.00 Dynalectric #TM66040 – Annual Fire Alarm Testing and Sprinkler Visual Inspection.

Resolution #113, 2/21/17

C. Property Maintenance – Linda O’Neil reported the following:

- (1) Linda informed the Board that H&H will inspect the Bldg. 11 balconies (1E,2E,3E) that was damaged by a leak.
- (2) Ronnie Cabrera, Nicole Gerke, Scott Sigel, Kenia Callejas, and some members of the PMC had a walkthrough. A list was provided to Ronnie of concerns for the Mutual. Ronnie will provide a report on the findings during the walkthrough.

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

To have one of the three Ronnie Cabrera, Nicole Gerke and/or Scott Sigel ... present the results of their inspection to the Board at the March meeting.

Resolution #114, 2/21/17

- D. Building Rep. Committee – Kathy Viney – Kathy Viney discussed the Building Reps. monthly meeting.
- E. Landscape Committee – Sharon Moores – None
- F. Social Committee – Sharon Moores – None.
- G. Rules Committee – None.

8. Unfinished Business –

A. Resolution for PPD invoice 10-1B/2B –

Upon motion duly made by John Radcliffe and seconded by Bobbie Palmer, the Board agreed:

To officially notify the Physical Properties to credit Kathleen Viney at 15101 Glade Dr. #10-1B and bill the invoice #83025 date: 5/25/16 to the owner Cuyler Edwards at 15101 Glade Dr. #10-2B.

Resolution #115, 2/21/17

9. New Business -

A. Stansbury Invoice –

Neither Mutual 14 nor Stansbury Building Services can locate the original 2014 contract. A resolution by the Board is necessary to allow the accounting department to pay an invoice in a different amount. Before the Board can make that resolution, they agree that:

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

The Board of Directors, for clarity's sake, request that Stansbury Building Services not add the amount owed for the period July – October 2016 or for the period October – December 2016 (if any) into 2017 invoices.

The Board of Directors request that Stansbury Building Services supply us with a separate detailed invoice for the amount owed due to the cost of living increase for the period July – October 2016, and supply us with a detailed payment schedule for 2017, showing the amended cost of living increase beginning July 2017.

Resolution #116, 2/21/17

- B. Mutual 14 – Annual Usage Report – Kathy Viney reported on the Websites Annual usage. Kathy would like to change the look of the home page and but the history of the Mutual under a tab called “About Us”.

Upon motion duly made by John Radcliffe and seconded by Bobbie Palmer, the Board agreed:

To authorize Kathy Viney to change the look of the Mutual 14 Website home page.

Resolution #117, 2/21/17

- C. Letter from attorney representing 6 Vantage Hill Ct. – John Radcliffe received a letter from the attorney concerning 6 Vantage Hill Ct. He would like to consult with Schulman Rodgers Law Firm to guide and assist with 6 Vantage Hill Ct.

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

To authorize John Radcliffe to discuss the situation with Schulman Rodgers at no cost for the introductory evaluation on the 6 Vantage Hill Ct. situation.

Resolution #118, 2/21/17

- D. Air B&B – There are have been 2 listing found on Air B&B from Leisure World and it was brought up at the LWCC meeting. It is against Leisure World rules to post any unit on the Air B&B site.
- E. Round table discussion at next 3M meeting – Several attorneys will be coming to the next 3M meeting on April 10<sup>th</sup> to discuss problems in several Mutuals. The Board President and 3 other Board members may be in attendance.

10. LWCC Advisory Committees –

- A. Education/ Recreation – Beth Leanza – Mrs. Leanza provided a written report from the E&R committee to the Board members. She did report that Crystal Castillo was hired as the Executive Coordinator for Support Services which was

one of Tim Coursens responsibilities. The fitness center will have helical piers installed underneath to hold the new center. Also, the indoor pool will be installing hand rails and a lift.

- B. Restaurant – James Moores – None.
- C. Emergency Prep – J. Donald Pruett – There will be a Health Fair in April and a Health Fair with the Jewish Council in May.
- D. Security/ Transportation – J. Donald Pruett – There was a new chair and vice chair for the committee. New buses will be coming.

11. Open Forum – Carol Emel spoke.

12. Next Meeting – Tuesday, March 21, 2017 at 9:30 a.m. in the Sullivan Room

13. Adjournment - The meeting was adjourned at 10:42 a.m.

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Kathleen Viney, Secretary