



REGULAR MEETING OF THE  
BOARD OF DIRECTORS –  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
TUESDAY, OCTOBER 18, 2022

**Resolution #65-70**

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 and via Zoom: 301-715-8592; (ID: 847 2085 0351; Access Code: 672727) on Tuesday, October 18, 2022, at 2:00 p.m.

**DIRECTORS PRESENT:** Kathy Viney, President; Jim O’Neil, Vice President; Gary Leber, Treasurer; Carol Ames, Secretary; Walter Faggett, Director; John Loveday, Director, Jane Carona, Director

**DIRECTORS ABSENT:**

**MANAGEMENT:** Melissa Pelaez, Assistant General Manager  
Danesca Pineda, Mutual Assistant

**ZOOM VISITORS:** Gail Rosenburg, Jessie Fitzpatrick, Ann Dukes,  
Roger Blacklow, Sheila Becker, and

**VISITORS IN SULLIVAN ROOM:** Cathy Madden, Anne Martinez, Jackie Butler, Rick Kaiser,  
Cindy Wright, Julie Gibbons, Leona O’Reilly, Don Pruett and  
Sharon Moores.

1. Call to order – President Viney called the meeting to order at 2:00p.m.
2. Community Report – Ms. Pelaez presented the Community report for the month of October 2022.
3. Adoption of Agenda – The agenda was adopted as amended.
4. Approval of Minutes - Approval of Minutes of September 20, 2022, Regular Board Meeting– The minutes were approved, as presented.

-Ratify AWM Res #64 Jiffy Plumbing-

-Upon motion duly made, the Board agreed,

To ratify its Action Without a Meeting, to accept the proposal from Jiffy Plumbing for repairs and replacement of the water line to 3500 Forest Edge Drive in the amount of \$101,573.00, to be paid out of Replacement Reserve (GL 690000-12). On presentation of

invoices.

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5. LWCC Report - Mr. Roger Blacklow's report was included in the agenda packet for all board members to review.
6. President's Report-
  - a. Building 15 water pipe- Ms. Viney provided an overview of the event that took place in building 15: Pipe broke, 4 buildings without water for several hours, 6 portal patties rented for a month because this project will take few more weeks to complete.
  - b. Budget 2023- Ms. Viney shared the that Mutual has not received a finalize budget just yet, the Management and Operating Agreement still pending.
7. Secretary's Report
  - a. Unit Status Report- report was included in the agenda packet for all board members to review.
  - b. Building Rep Report: n/a
  - c. Journal Entry – A monthly journal entry is provided to the Board that reflects the tasks assigned under the LW Management and Operating Agreement. - the Board decided to discontinue the journey entries currently.
  - d. Retired services animal- Ms. Jane Carona: A potential unit owner wants to know if a retired service animal is permitted. Ms. Viney read the rules about pets. After discussion it was agreed that following the rules a new-to-Mutual 14 retired service animal becomes a pet and will have to follow the pet rules and regulations. It was strongly suggested by members of the Board that when a currently-living-in Mutual 14 service animal weighing more than the pet limit is retired from active service, a waiver may be requested from the Board to allow that animal to continue to live with the owner as a pet when a new service animal is obtained.
8. Treasurers Report – Mr. Leber, Treasurer, presented the lists of invoices for approval.
  - (a). **Invoice(s) under \$1,000.00** – Upon motion duly made, the Board agreed,

To approve payment of the following invoice(s) **under-\$1,000.00:**

	<b><u>Amount:</u></b>	<b><u>GL Code:</u></b>	<b><u>Vendor/Invoice #/ Description/ Inv. Date #:</u></b>
1	\$217.00	620300-100007	<b><u>LWMC Invoice # 218745-</u></b> Building 10-17 tested emergency lights for the month of September 2022-all okay. Dated: 9/26/2022
2	47.00	620200-100006	<b><u>LWMC Invoice #218544-</u></b> Building 10-15101 Glade Dr. Removed bird nest from the rafters at carport #20. Dated: 9/21/2022

3	\$251.00	620200-100006	<b><u>Palmer Brothers Invoice #115979-</u></b> Stain kill and paint complete 2 ceiling in separate units as part requests. Dated: 10/12/02022
4	\$45.48	620200-100006	<b><u>Reimbursement to Ms. Kathleen Viney</u></b> – for water for the residents in building 15. Dated: 10/6/2022

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(b). **Invoice(s) over \$1,000.00** – Upon motion duly made, the Board agreed,

To approve payment of the following invoice(s) **over \$1,000.00:**

1	\$4,239.98	621400-100002	<b><u>McFall and Berry Invoice #218291-</u></b> July walk-through shrub and tree replacement and removal. Dated: 10/12/2022
2	\$2,187.24	620200-100006	<b><u>Reimbursement to Ms. Kathleen Viney-</u></b> for ADA Portable restroom with hand sanitizer (long term). Dated: 10/7/2022

**Resolution #66 10/18/2022**

-Upon motion duly made, the Board agreed,

To approve payment to McFall and Berry Invoice #217953 in the amount of \$490.00 for landscape installation at 15145 Vantage Hill Rd. [Frank] [see MFB Invoice #217953].

**Resolution #67 10/18/2022**

-Upon motion duly made, the Board agreed,

To request reimbursement from the unit owner of 15145 Vantage Hill Rd. [Frank] in the amount of \$490.00 for landscape maintenance costs [see MFB Invoice #217953].

**Resolution #68 10/18/2022**

-Upon motion duly made, the Board agreed,

To assess \$490.00 against the unit owner of 15145 Vantage Hill Rd [Frank] as a standing obligation until the mutual is reimbursed for landscape maintenance costs [re MFB Invoice #217953].

**Resolution #69 10/18/2022**

- c. Insurance Claim- None
- d. Investment Maturity- Mutual president and Treasurer look over the best options for the mutual and make decisions with accounting on how and where to invest.

9. **Property Maintenance Report:**

1. Project Updates: 10 years sealed smoke detector batteries will be install in some units that need it.
2. Proposals: None
3. ABM-Viney

-Upon motion duly made, the Board agreed,

To conditionally approve the ABM for kitchen renovations at 15101 Glade Dr. #1B [Viney] pending receipt of Certificates of Insurance and trade licenses, and Physical Properties approval.

**Resolution #70 10/18/2022**

10. Landscape Report: Mr. Jim O'Neil reported that trees were planted along the golf course and that the bench by the new raised bed triangle garden has been refurbished by the Committee and returned to its location. Ms. Viney reported that there are a couple of dead trees that will need to be addressed.

1. Committee report- n/a

11. Open Forum: Ms. Julie Gibbons expressed that the park bench looks very nice.

12. Next Meeting – Tuesday, November 15, 2022, at 2:00 p.m. using the Hybrid format.

13. Adjournment – The meeting adjourned at 3:50p.m.

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Carol Ames, Secretary