

**REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14**

Thursday, March 19, 2009

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 March 19, 2009 at 1:30 P.M.

**Directors Present:** Jackie Rabinow, President; Frank Lozupone, Vice President; Agnes Glass, Secretary; Paulina Garner, Treasurer; Herb Fine, Ralph Romano, Directors

**Directors Absent:** Richard Bambach

**For Management:** Tim Coursen, Assistant General Manager; Gloria Robar, Mutual Assistant

1. **Call to Order** – Mrs. Rabinow called the meeting to order at 1:25 P.M.
2. **Welcome Visitors** – Mrs. Rabinow introduced and welcomed Gerry Windham, Raymond Messick and Harold Crisp to the meeting
3. **General Manager’s Report** – Tim Coursen, Assistant General Manager presented the General Manager’s Report for March 2009. All questions and comments were responded to by Mr. Coursen.
4. **Approval of Agenda** – The agenda was approved as presented.
5. **Approval of Minutes** – The minutes of February 19, 2009 were approved as presented.
6. **President’s Comments** – Mrs. Rabinow’s comments included the following:
  - **AR Status Report** – Copies of the current listing of the late fees and overdue condo fees were provided to the Board.
  - **Annual Meeting** – The Annual Meeting will be held on April 23, 2009. The annual reports of the Advisory Committees are due to Mrs. Rabinow by the next Board of Directors’ meeting on April 16.
  - **Foreclosure Seminar** – A Foreclosure Seminar will be held on Tuesday, March 24 in the Montgomery Room. The mutuals are limited to three attendees.
7. **Reports of Mutual 14 Officers & Committee Chairs** –
  - A. **Secretary – Agnes Glass** – Mrs. Glass’ report included the following:
    - There were no new move ins at this time

- There were no visitations at this time
- Currently there are 28 vacancies in the Mutual.

**B. Treasurer – Paulina Garner – Mrs. Garner’s report included the following:**

- **Disbursements and Monthly Accounting Reports** – List of invoices approved by the Mutual Assistant is on file for review.
- Mrs. Garner reported on recent actions on the following:
  - (1) Investment of a \$100,000 CD at an interest rate of 2% at the 1<sup>st</sup> Internet Bank (Indiana) for 6 months due August 31, 2009.
  - (2) Investment of a \$100,000 CD at an interest rate of 1.610% at the Giant Bank (Florida) for 9 months to mature on December 7, 2009.
  - (3) The rollover for 6 months of a \$85,000 Treasury Bill at .0495% which will mature on August 27.

Upon motion duly made and seconded, the Board **approved,**

The re-investment of a \$100,000 Treasury Bill which matures on April 2, 2009 for one year at a bank to be designated by the Mutual 14 Accountant.

**General Resolution #65, 3/19/09**

Upon motion duly made and seconded, the Board **approved,**

The re-investment of a \$100,000 Treasury Bill which matures on April 16, 2009 for one year at a bank to be designated by the Mutual 14 Accountant.

**General Resolution #66, 3/19/09**

- **Warfield/Sanford Invoices** – Invoices that were approved for payment at the last meeting were not issued as scheduled. As a result the invoices in the amount of \$76,581.50 will be reflected in the March financial statement.
- **Bette Campbell Insurance Claim** – Pipe to hose bibb was leaking and caused water damage to two units.

Upon motion duly made and seconded, the **Board approved,**

The payment of the Insurance Claim in the amount of \$1,089.01 resulting from water damages to two units caused by a pipe leak in Unit #13-1C (Campbell).

**General Resolution #67, 3/19/09**

- **Replacement Reserves** – The 2007 balance in the reserves was \$1,408,573 and the un-audited balance for 2008 is \$1,084,053, it was agreed that the figures reflect a favorable posture in the Reserves.

- C. **Property Maintenance Committee** – Mr. Lozupone’s report included the following:
- **Unit Numbers for Apartments** – Mr. Lozupone has replaced and installed the numbers in three buildings, the rest to be installed at a later date. Total Cost - \$90.53.
  - **Betty Palmer’s Front Door** – A proposal from PPD has been received to install Mrs. Palmer’s front door. John LaClere has been asked to check the door to see if it can be repaired before the Board approves the installation of a new door.
  - **WSSC** – A letter drafted by Herb Fine to the WSSC to repair/cover sunken holes was reviewed by the Board.
- D. **Advisory Committee – Agnes Glass & Aleen Phillips** – Mrs. Glass’ report included the following:
- **Advisory Committee** – The next meeting will be held on April 15, 2009.
  - Mr. Lozupone asked that the Advisory Committee (Building Reps) call the Mutual Assistant for all elevator trouble calls.
- E. **Landscape Committee – Sharon Moores** – Mrs. Rabinow reported that Mrs. Moores has an issue over the McFall/Berry watering proposal in the amount of \$880.00. The mutual has two flower beds that require watering during the season and the proposed amount of \$880.00 is being considered unreasonable. There are four large trees that will need to be removed and Mrs. Moores was able to negotiate and obtain a very reasonable contract with McFall/Berry.
- F. **Social Committee – Sharon Moores – Soup & Salad/Movie Night** – Several opinions were expressed regarding this social event. It appears that the soup and salad dinner went very well; however the movie that was shown was not well received by several of the residents.
8. **Mutual Assistant Report – Gloria Robar** – Copies of the MA report are attached to the agenda.
9. **Unfinished Business** –
- A. **Caregiver – 15-2D – Messick** – Several statements and opinions were made during the discussion regarding the tenancy of a caregiver (under 55 years of age) residing in Unit #15-2D (rental unit) apart from the patient/employer. Unit #15-2D is owned by Mr. Raymond Messick and rented by Mrs. June Retholz. It is noted that at the onset of this situation, there was no room for the caregiver in the unit of the first patient who has since passed away. The caregiver was allowed to live in Unit #15-2D and continues to do so. The Mutual contends that the caregiver who is, under age 55 based on the PRC age requirement for Leisure World and Mutual 14’s rules, must vacate the unit. After the discussion, it was agreed that the issue of removing the caregiver be handled legally. Mrs. Rabinow requested that she be excused from voting at this time.

Upon motion duly made and seconded,

The Board of Directors agreed by a show of hands, 3 ayes and 2 nays that the Mutual proceed to the Commission on Common Ownership Communities with a request denying the petition allowing the caregiver (under 55 years of age) to continue to reside in Unit #15-2D, 3500 Forest Edge Drive.

General Resolution #64, 3/19/09

- B. Nominating Committee – Harold Crisp – Mr. Crisp reported that Jim Moores and Marge Steffen have agreed to run for positions on the Board of Directors.
- C. Digest of Bylaws & Rules – (Antenna) – Mrs. Rabinow along with Herb Fine have refined the section of the Bylaws and Rules regarding antennae. A revised copy of the rules will be distributed to all of the unit owners.
- D. Annual Meeting – 4/23/09 – Subject was discussed at Item 6. President’s Comments.

10. New Business –

- A. Darden (House) - #11-3D Arrears Proposal – Mrs. Darden has requested that she be allowed to make arrangements to pay the arrears on Unit #11-3D. She has presented a notarized Promissory Note/Confession of Judgment. The arrangements will result in the guaranteed payment of all balance due by August 7, 2009.

Upon motion duly made and seconded, the Board agreed,

To accept the Promissory Note/Confession of Judgment presented by Mrs. Paula Darden for the guaranteed payment of arrears in the amount of \$4,932.00 by August 7, 2009, re: Unit #11-3D (House).

General Resolution #68, 3/19/09

- B. Audit Presentation –The Board agreed to request that Ms. Dawn Gaynor present Mutual 14’s 2009 Audit at the April 16 meeting.
- C. Unit #14-2A (Corbett) – A request was made by Marta Steliac, Personal Representative to the Corbett Trust to Mrs. Rabinow, to approve the tenancy of Mr. William Herrald for four months. It was also stated that the position of Marta Steliac be clearly defined and that a month to month tenancy agreement be put in place prior to Mr. Herrald’s moving in.  
After discussion,

Upon motion duly made and seconded, the Board agreed,

To approve the request to allow Mr. William Herrald to reside

at Unit #14-2A (Corbett), contingent upon the receipt of clarification of Mrs. Marta Steliac's position and a month to month tenancy agreement that is in place through July 31, 2009.

General Resolution #69, 3/19/09

- D. Right of First Refusal – The subject has been tabled to a later date.
- E. Bankruptcy Case – Unit #16-2B (Sachs) – It was agreed that before any action is taken, that the Board wait for legal notification from the Bankruptcy Court. Attempts will be made to contact Mr. Sachs' lawyer.
11. Grapevine – Review of Items – March/April – Mrs. Rabinow reviewed the items that will be included in the upcoming issue of the Grapevine. An additional item to be added – to ask that unit owners contact the Mutual Assistant when work calls are not responded to within a reasonable amount of time.
12. Remarks by Visitors – Comments Noted: (1) Rules to be viewed as optional. (2) Incident of an unknown male behaving in a suspicious manner and not completely dressed wandering in the area (SPO Incident). (3) Grimes – Requesting a letter of residency from the Board.
13. Adjournment – There being no further business, the meeting adjourned at 3:30 P.M.

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Jacqueline S. Rabinow, President

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Agnes Glass, Secretary