

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

**Thursday, June 18, 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 June 18, 2009 at 1:30 P.M.**

**Directors Present: Richard Bambach, President; Frank Lozupone, Vice President; Agnes Glass, Secretary; Paulina Garner, Treasurer; Jacqueline Rabinow, Ralph Romano, James Moores, Directors**

**For Management: Mark Ellis, Deputy General Manager; Gloria Robar, Mutual Assistant**

- 1. Call to Order – Mr. Bambach called the meeting to order at 1:30 P.M.**
- 2. Welcome Visitors – Mr. Bambach introduced and welcomed Ken Schroeder and Gerry Windham.**
- 3. General Manager’s Report – Mark Ellis, Deputy General Manager presented the General Manager’s Report for June 2009. All questions and comments were responded to by Mr. Ellis.  
The Building #13 “A” Atrium Drainage problem was discussed. Mr. Ellis stated he look into the matter.**
- 4. Approval of Agenda – The agenda was approved as amended.  
Delete...9a...LWCC Directors & LWCC Executive Committee Reports**
- 5. Approval of Minutes – The minutes of May 21, 2009 were approved as presented.**
- 6. President’s Comments and Report – Mr. Bambach’s comments included the following:
  - Qualification of Mutual Presidency – Mr. Bambach stated that he is currently in the process of making the necessary changes to the ownership of his unit in order to meet the requirements of mutual president.****

- Mutual Advisory Committee Meeting – Mr. Bambach attended the meeting and several items of interest were discussed.

7. Reports of Mutual 14 Officers & Committee Chairs –

A. Secretary – Agnes Glass – Mrs. Glass’ report included the following:

- 26 vacancies and 12 units listed on retail sale.
- 2 move ins : Bldg. #13-1F – Tom Ball  
Bldg. #14-3B – Curtis & Anna Hall
- Visits were made to: Glenna Jackson – Bldg. #11-3C  
Anthony Morcos & Yvette Morcos  
Bldg. #14-2B

Visit to Shelly Sims - #7B – was deferred to a later date.  
The Mutual Assistant was instructed to email Mr. Bambach and Mrs. Glass and to call the appropriate Building Representative whenever there is a new move in.

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

- Warfield/Sanford Invoice – \$1,862.43 – Invoice #72473 – Date: 4/9/09 – Replacement of roller guides in Bldg. #14.

Upon motion duly made and seconded, the Board agreed,

To approve the payment of \$1,862.43 to Warfield/Sanford, Invoice #72473, dated: 4/9/09 for the replacement of roller guides in Building #14.

General Resolution #10, 6/18/09

After an in-depth discussion,

Upon motion duly made and seconded, the Board agreed,

To table the payment of the Warfield/Sanford Invoice in the amount of \$1,862.43 – General Resolution #10, until clarification of the Warfield/Sanford Contract services is provided by Mr. Ellis. Upon receipt of said clarification, the invoice will be submitted for payment.

General Resolution #11, 6/18/09

- General Resolution #8, 5/21/09 – NOTE: Resolution #8 called for the re-investment of a \$185,000 T Bill (maturing 5/31/09) and the addition of \$15,000 from the Reserves in a one year CD in the amount of \$200,000 at a bank and at the best available

rate designated by the Mutual 14 Accountant. However, Mrs. Garner was informed that the reinvestment was done in 2 \$100,000 one year CDs.

- The next CD in the amount of \$200,000 matures in August.

**Disbursements and Monthly Accounting Reports** – The invoices were reviewed and discussed by the Committee. The list of invoices is on file.

C. **Property Maintenance Committee – Frank Lozupone** – Mr. Lozupone’s report included the following:

- **Spring Inspection Report** – The final report has not yet been submitted by Mr. LaClere. Upon receipt of the report and distribution to the Committee, it was agreed that Mr. LaClere will attend the regular PMC meeting or special meeting to respond to questions and comments.
- **Bldg. #13 Atrium Drainage Problem** – The Board agreed that the drainage problem is very critical. It was stated that Mr. Bambach will check with Mr. Ellis on the inspection of the drains.
- **Standpipe Inspection – Fire-Mak Proposal** – Inspect all standpipes in the amount of \$5,675.00.

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

To accept the Fire-Mak Proposal to inspect all of the standpipes in Mutual 14 in the amount of \$5,675.00.

**General Resolution #12, 6/18/09**

D. **Advisory Committee – Agnes Glass & Aleen Phillips** – The next meeting will be held in August.

E. **Landscape Committee – Sharon Moores** – There was no report at this time. However, the McFall/Berry Watering Proposal, the spring plantings and the cost of tree removal was discussed.

F. **Social Committee – Sharon Moores** – The Fried Chicken Social was held on June 2, 2009 and considered very successful.

8. **Mutual Assistant Report – Gloria Robar** – Copies of the MA report are attached to the agenda.

9. Reports – LWCC Advisory Committees – Jackie Rabinow –

- Energy Committee – Sub-metering of individual units. Cost prohibitive.
- Insurance Committee – Letters of notification of the \$5,000 deductible will be sent to all unit owners.
- Emergency Preparation Committee – Options are being considered for emergency notifications and the Committee will not be meeting during the summer.
- Strategic Planning Committee – A new committee is in place and a mission statement is in process of being developed.
- Health Committee – Subjects of interest – West Nile mosquitoes and water ponding.
- Security & Transportation Committee – New decals to be distributed in September.
- Physical Properties Department Committee – In Consideration – A Vets Memorial Area in the vicinity of the Overlook Water Feature.

10. Unfinished Business –

- A. Caregiver I #15-2D Update – The issue has been resolved.
- B. Right of First Refusal – (Resolution #74) – Mr. Bambach will draft a letter to all unit owners with an explanation of the Right of First Refusal and the removal of Article XVI, Rights of First Refusal in its entirety. After discussion,

Upon motion duly made and seconded, the Board agreed,

To approve the removal of Article XVI, Rights of First Refusal in its entirety – Section 1. Right of First Refusal, Section 2. Application, and Section 3. Certificate of Termination.

General Resolution #13, 6/18/09

- C. Concerns over Issuing of Notice to File Lien – (Resolution #75) – Mr. Bambach referenced LW MC memorandum, dated April 1, 2009, subject – Filing of a Lien – Corrections to Resolution #75 – (1) Change... management to Maryland, (2) Add...The Board authorizes the Agent to use the services of legal counsel to administer the process. Resolution #75, 4/16/09 will read as amended:

“The Board of Directors of Mutual 14 authorizes its agent, Leisure World of Maryland Corporation (LWMC), to proceed with sending a unit owner a Notice to File Lien when said unit owner becomes two months in arrears. The Board authorizes the Agent to use the services of legal counsel to administer the lien process”.

After discussion, it was agreed that clarification of the lien process is necessary, Mr. Bambach will contact the accounting management.

- D. 4<sup>th</sup> of July – Joan Reynolds – Joan Reynolds has agreed to handle the mutual's participation in the 4<sup>th</sup> of July parade on Friday, July 3.
11. New Business –
- A. Insurance Legislation – Amendment to the Condominium Act  
Amendment to the Maryland Condominium Act- Effective June 1, 2009 allows for the LW master insurance policy deductible of \$5,000 to be charged to the unit owner where the cause of any damage or destruction originates from a unit. Notices will be sent out to all unit owners.
- Upon motion duly made and seconded, the Board agreed,
- To approve the distribution of the sample letter attached to the LWCC Memorandum – dated 6/5/09 – Subject: Recent Amendment of Condominium Act – Insurance, to all unit owners indicating that this amendment supersedes any of Mutual 14's Bylaws regarding insurance deductible payments.
- General Resolution #14, 6/18/09
- The Board discussed the need for legal counseling and a suggestion was made to contact LW management for its assistance on this subject.
- B. Concrete Work – Harold Crisp – PPD Advisory Committee –Mr. Lozupone will contact Mr. Crisp with a report of the 2009 Property Maintenance Committee Projects.
- C. Summer Meeting Dates – The Board will meet throughout the summer.
- D. Miscellaneous –
- Carport Cleaning – The Board was notified of the cleaning of the carports (McFall/Berry) on June 23<sup>rd</sup> and June 24<sup>th</sup>. Signs will be posted in all of the buildings on Friday, June 19.
12. Grapevine– Review of Items – Mrs. Rabinow reviewed the items that will be included in the upcoming issue of the Grapevine.
13. Spotlight – Richard Bambach – Subject delayed to the next meeting.

14. **Remarks by Visitors** – **Comment:** Favorable opinion on emphasis of need for legal assistance.

14. **Adjournment** – There being no further business, the meeting adjourned at 4:10 p.m.

\_\_\_\_\_

**Richard Bambach, President**

\_\_\_\_\_

**Agnes Glass, Secretary**