

**FINAL**

**Res #72-#76**

**REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Thursday, January 19, 2012**

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 Thursday, January 19, 2012 at 1:30 P.M.

**Directors Present:** Richard Bambach, President; Jacqueline Rabinow, Vice President; Agnes Glass, Secretary; Ann Graham, Treasurer; Frank Lozupone, James Moores, John Radcliffe, Directors

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

**Visitors:** Ed Andrews, Geneva Foster, Alfred Garner, Paulina Garner, Muriel Killerlain, Sharon Moores

1. **Call to Order** – Mr. Bambach called the meeting to order at 1:30 P.M.
2. **Welcome Visitors** – Mr. Bambach welcomed Ed Andrews, Geneva Foster, Alfred and Paulina Garner, Muriel Killerlain and Sharon Moores to the meeting.
3. **General Manager’s Report** – Tim Coursen, Assistant General Manager presented the General Manager’s Report for January 2012. All questions and comments were responded to by Mr. Coursen.
4. **Adoption of Agenda** – The agenda was approved as amended. Move10.  
**Unfinished Business** – B. Security Concern-Access to the Community, after  
6. President’s Comments.
5. **Approval of Minutes** – The minutes of December 15, 2011 were approved as presented.
6. **President’s Comments** – Mr. Bambach’s comments included:
  - A. **Vacancy – Board of Directors** –The terms of Ann Graham, Frank Lozupone, and James Moores will expire this year as Directors of the

**Mutual 14 Board of Directors. The Call for Candidate letter will be mailed on February 12, 2012.**

**B. Anonymous Complaint – Mr. Bambach received an anonymous complaint and stated that he will submit an article in the Grapevine regarding this subject. Mr. Bambach stated that not wanting to have your name publicized is understandable; however when complaining to authority, it is necessary to be able to contact the complainant for information and the verification of subject issue.**

**7. Reports: Officers’/Committee Chairs –**

**A. Secretary’s Report – Agnes Glass –**

**(1) Unit Status Report – Copies of the report were attached to the agenda packet and reviewed by Mrs. Glass.**

**B. Treasurer’s Report – Ann Graham – Ms. Graham’s report included:**

**(1) The financial status of the Mutual ended with a surplus at the end of 2011.**

**(2) It was stated that a Summary Statement which will include a review of the Mutual’s financial activity during the year will be published in the upcoming edition of the Grapevine.**

**(3) List of Invoices –**

**Upon motion duly made by Ann Graham and seconded, the Board agreed,**

**To approve the payment of the list of invoices (under \$1,000) in the amount of \$2,182.78.**

**Resolution #72, 1/19/12**

**Upon motion duly made by Ann Graham and seconded, the Board agreed,**

**That a letter be sent to Maureen Ross, 15100 Glade Drive, #11-2C, requesting reimbursement to Mutual 14 in the amount of \$5,000.00 as a result of an insurance claim due to a leak in the hot water heater, causing water to leak in Unit #11-2C and into Unit #11-1C.**

**Resolution #73, 1/19/12**

**Upon motion duly made by Ann Graham and seconded, the Board agreed,**

To approve the reimbursement of \$406.09 to Linda O'Neil for items purchased for the decoration of the apartment buildings and the installation of said items and the replacement of two bulletin boards.

**Resolution #74, 1/19/12**

Upon motion duly made by Ann Graham and seconded, the Board agreed,

To approve the payment of \$1,200.00 to Councilor Buchanan Mitchell, CPAs and Business Advisers for professional services rendered through December 31, 2011 in connection with the preliminary field work for Mutual 14's audit.

**Resolution #75, 1/19/12**

- C. **Property Maintenance Report – Frank Lozupone** – Mr. Lozupone reported the following:

(1) **Palmer Brothers Painting Contract** – The PMC agreed to incorporate some paint colors suggested by the Architectural Committee with the colors of the Palmer Brother's painting contract. It was agreed that Linda O'Neil, Chair of the Architectural Committee be invited to the next Board meeting to provide an explanation of the painting proposal.

(2) **ABM – Leanza** – After discussion,

Upon motion duly made by Frank Lozupone and seconded, the Board agreed,

That the ABM (Application for Building Modification) submitted by Patrick & Elizabeth Leanza, to install a Heating System/AC Unit @ 15111 Glade Drive, #12-1B has been approved contingent upon PPD's condition that the system/unit must stay within the enclosed area and the grid re-used. Also, upon completion of the installation, that the resident contact the Energy Advisory Committee to have the E-rating adjusted.

**Resolution # 76, 1/19/12**

- D. **Advisory Committee – Agnes Glass** – The Advisory Committee did not meet in January and will meet on February 15, 2012.
- E. **Landscape Committee – Moores** – The Committee will have its first meeting in March and it is the intent of the Committee to install plantings along the golf course border and around the utility box by Building #17.

- F. **Social Committee – Moores** – Copies of the Social Committee’s Letter dated January 18, 2012 were provided to the Board. A social calendar has been developed and first on the calendar is a Soup/Deli Sandwiches/Bingo Night on March 20, 2012. The Committee will arrange for the use of a room at Clubhouse II for the Annual Meeting Social Hour.
8. **Grapevine** – Jackie Rabinow reviewed the articles to be published in the next edition of the Grapevine.
9. **LWCC Report** –
- A. **LWCC Advisory Committees:**
- (1) **Education/Recreation Committee – Leanza** – There was no report at this time.
- (2) **Emergency Preparedness Committee – Rabinow** – A written report was submitted by Mrs. Rabinow.
- (3) **Government Affairs Committee – Fine** – There was no report at this time.
- (4) **Golf & Greens Committee – Graham** – There was no report at this time.
- (5) **LW News Committee – Rabinow** – A written report was submitted by Mrs. Rabinow.
- (6) **Restaurant Committee – Moores** – Mr. Moores stated that the request for a 10 foot extension of the Stein Room has been approved.
- (7) **Safety/Transportation Committee – Moores** – Progress.
10. **Unfinished Business** –
- A. **Social Committee Concerns – Andrews – (attachment 2)** – Copies of Mr. Andrews’ letters were provided to the Board. Topics of concern were (1) Alcoholic Beverages and (2) Over charge of certain social events and were inclusive in the letters submitted by Mr. Andrews. All parties involved in this issue and members of the Board participated in the discussion of these concerns. Mr. Bambach has suggested that the Social Committee submit an annual or quarterly report to the Board of Directors. Also, it was suggested that the Social Committee develop a way to encourage

stronger participation by all of the residents to the social events. Mr. Andrews expressed his appreciation to the Board for the time given to express his concerns and is satisfied that progress is being made regarding his concerns.

- B. **Security Concerns – Access to the Community – Coursen**  
Subject discussed after 6. President’s Comments.  
Subject concern was the access of unauthorized individuals into Leisure World based on incidents of family and friends of the complainant being allowed into the Community without proper identification or notification for at least two months. Mr. Coursen stated that the concern will be forwarded to Mr. Richard Schultz, Director of Security Department who in turn will contact the resident.
  - C. **Invitation to Bill Carr** – Mr. Carr was unavailable to attend this meeting, but an invitation will be extended to Mr. Carr to attend the February meeting to provide information regarding the recycling process of Leisure World.
  - D. **Joseph Engle Trust –Intent to File Lien – #11-2A** – (1)The Mutual Assistant will write a letter of intent to file a lien against the Joseph Engle Trust -15100 Glade Drive, #11-2A for non-payment of condo fees and other assessments.  
(2) **11. New Business – A. Garner** – Repair of Ceiling due to leak from the Engle Unit. Paulina Garner provided the Board with the series of events that created the problem of the hole in the ceiling of her unit as a result of a leak from the Engle unit and still not repaired. Currently, there is no known individual or agency responsible for the Engle Trust, although several attempts have been made to make that determination.  
It was agreed that it is necessary to make sure that the leak from the Engle unit is repaired prior to proceeding to repair the hole in the ceiling of the Garner’s unit. Mr. Radcliffe has volunteered to help to find out what legal assistance is available to the Mutual to help with this concern and Management and the Mutual will continue to do what needs to be done to resolve this issue.
  - E. **Pet Restriction Document – Radcliffe** – Mr. Radcliffe stated that he has surveyed the pet restriction documents of eight Leisure World associations and will use the documents as guidelines to develop Mutual 14’s Pet Regulations.
11. **New Business** –
- A. **Garner – Repair of Ceiling due to leak from Engle Unit**  
Subject discussed at 10 D. Joseph Engle Trust.

- B. ABM – Leanza – (attachment 3) – Subject discussed at 7. C Property Maintenance Committee.
  - C. Motion – re: Insurance Claims – The Board agreed to remove the subject from the agenda.
12. Open Forum – There were no items from the Floor.
  13. Next Meeting – February 16, 2012 – 1:30 P.M. – Annapolis Room
  14. Adjournment – The meeting adjourned at 3:45 P.M.

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Richard Bambach, President

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Agnes Glass, Secretary