

**REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Thursday, October 18, 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, October 18, 2012 at 1:30 P.M.

**Directors Present:** Richard Bambach, President; Jacqueline Rabinow, Vice President; Agnes Glass, Secretary; Ann Graham, Treasurer; James Moores, Linda O’Neil, Directors.

**Directors Absent:** John Radcliffe

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

**Visitors:** William Buck, Beth Leanza, Dorothy Powers

1. **Call to Order** – Mr. Bambach called the meeting to order at 1:30 P.M.
2. **Welcome Visitors** – Mr. Bambach welcomed William Buck, Beth Leanza, and Dorothy Powers to the meeting
3. **General Manager’s Report** – Tim Coursen, Asst General Manager, presented the General Manager’s Report for October 2012. All questions and comments were responded to by Mr. Coursen.
4. **Adoption of Agenda** – The agenda was approved as amended. Add...New Business – C. Speed Limit Signs. Note: LWCC Board Reports has been moved from #9 to #11 on the agenda.
5. **Approval of Minutes** – The minutes of September 20, 2012, were approved as presented.
6. **President’s Comments** – Mr. Bambach’s comments included: A. **Duration of Meetings need to be reduced** –Restrict discussions to business items, use of Open Forum for discussion of non-agenda items and use of gavel. B. **Budget Approval-Use of Minutes of an Action without a Meeting to approve the 2013 Budget-Action will allow for required 30 day response time for residents’ comments regarding the budget.**

**C. Debby Nixon-#15-3G – Mr. Bambach and Mr. Coursen have been in contact with Mrs. Nixon regarding her concerns of the maintenance and structural issues of her unit.**

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

**A. Secretary’s Report – Glass**

**(1) Status Report – (attachment 1) – Copies of the report were provided to the Board and reviewed by Mrs. Glass.**

**B. Treasurer’s Report – Graham – Ms. Graham was able to be present at the meeting only briefly because of other pressing obligations, so she was not able to give a regular Treasurer’s report.**

**(1) AR Status Report – Copies of the report were attached to the agenda.**

**(2) Invoices – The invoices were reviewed by the Mutual Assistant.**

**Upon motion duly made by Jacqueline Rabinow, the Board agreed,**

**To approve the payment of the listed invoices (under \$1,000), in the amount of \$5,185.40.**

**Resolution #76, 10/18/12**

**Upon motion duly made by Jacqueline Rabinow, the Board agreed,**

**To approve the payment of \$1,275.00 to McFall/Berry-Invoice #: 151881-Invoice Date: 9/30/12-Proposal #5273-Remove trees**

**from**

**Vantage Hill Court: #1, #2, #5 and 15119 Vantage Hill Road.**

**Resolution #77, 10/18/12**

**Upon motion duly made by James Moores, the Board agreed,**

**To approve the payment of \$1,600.76 to Schindler Elevator Corporation-Invoice#: 7151502356-Invoice Date: 11/7/11-For pumping water out of pit/repairs sump pump @ Bldg.**

**#13.**

**Resolution #78, 10/18/12**

**C. Property Maintenance Committee - Buck - Mr. Buck’s report included: (1) Faded stop sign has been replaced/PPD will**

**install**

a new stop sign at the Forest Edge Drive intersection between Buildings #14 & #17. (2) Requested that Ronny Cabrera, Special Projects, obtain estimates for restriping and curb painting. (3) Carpeting project to begin on 10/22/12 at Building #11. (4) Who Pays List – Copies of the revised Who Pays List were provided to the Board for its review. Subject will be placed on

the

November agenda.

- D. Advisory Committee – Agnes Glass – Mrs. Glass’ report included: (1) The Advisory Committee met on Wednesday, October 17, 2012. All buildings were represented with the exception of Bldg. 11. (2) The Lobby Rules as submitted by the Architectural Design Committee was the major topic of discussion by the

Committee.

It was suggested that the subject be deferred to a later date.

- E. Landscape Committee – Moores – Letters were sent to residents with landscape deficiencies; however at this time it is uncertain if responses had been received or if action has been taken to correct the noted deficiencies. No further activity is being planned until the Spring.

- F. Social Committee – Moores – The Casino Night event was considered successful with 60 people in attendance.

8. Grapevine – Items to be published in the next edition of the Grapevine were reviewed by Beth Leanza.

9. Unfinished Business –

- A. 2013 Budget Approval-(attachment 3) – To date there has not been any response/comments from the unit owners regarding the 2013 Budget. It was agreed to defer the subject until the required 30-day response time has ended, and the 2013 Budget be approved by a special meeting of the Board or a Minutes of an Action without a Meeting.

- B. Pet Policy-(attachment 4) – Subject is deferred to the November meeting.

- C. Lobby Rules-(attachment 5)-Mrs. O’Neil stated that the Lobby Rules will be taken back to the Architectural Committee to attempt to make the language palatable and to clarify the intention of the

Committee’s

development of the rules. A final decision will not be made until all parties involved are in agreement.

- D. **Mutual Readiness Program-(attachment 6)** – Copies of the program were provided to the Board. Mrs. Rabinow requested that the Board review the report, that the program is an ongoing project of the Emergency Preparedness Committee and copies have also been distributed to all Mutual Presidents. Subject has been postponed to the November meeting.
  - E. **Blue Recycle Bins** – There was no report at this time.
10. **New Business** –
- A. **M&O Agreement-2013-(attachment 7)** – Subject has been deferred to a special meeting.
  - B. **Contract Management Agreement-2013-(attachment 8)** – Subject has been deferred to a special meeting.
  - C. **Speed Issue** – Mr. Bambach stated that there is a need for “Slow Down” signs to be posted at all entrances leading into Mutual
14. The Property Maintenance Committee has been tasked to review and take action into the issue.
11. **LWCC BOD Report** – The report was covered by the General Manager’s Report.
- A. **LWCC Advisory Committees:**
    - (1) **Education/Recreation-Leanza (attachment 2)** – Copies of the report were provided to the Board.
    - (2) **Emergency Preparedness-Rabinow** – Subject discussed at 9 D.
    - (3) **Restaurant-Moores-** The Restaurant Committee will be meeting every month in 2013.
    - (4) **Safety & Transportation-Moores-** Mr. Moores stated that he has reported to the Director of Safety that the LW busses when turning right onto Vantage Hill, don’t stay in lane but angle for Glade Drive.
    - (5) **Golf & Greens-Graham-** There was no report at this time.
12. **Open Forum** – Items from the Floor: (1) Advisory Committee Applications.
13. **Next Meeting** – Thursday, November 15, 2012 – 1:30 P.M. – Sullivan Room

14. Adjournment – The meeting adjourned at 3:20 P.M.

Richard Bambach, President

Agnes Glass, Secretary