

**REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Thursday, July 18, 2013**

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, July 18, 2013 at 1:30 P.M.

Directors Present: John Radcliffe, President; Linda O’Neil, Vice President; Agnes Glass, Secretary; Richard Bambach, Treasurer; Barbara Martin, James Moores, Barbara Palmer; Directors

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

Visitors: William Buck, Betti Goodman, Charles Kaiser; Sharon Moores, Jackie Rabinow, Kathy Viney

1. **Call to Order** – Mr. Radcliffe called the meeting to order at 1:30 P.M.
2. **Welcome Visitors** – Mr. Radcliffe welcomed William Buck, Betti Goodman, Charles Kaiser, Sharon Moores, Jackie Rabinow, and Kathy Viney to the meeting.
3. **General Manager’s Report** – Tim Coursen, Asst General Manager, presented the General Manager’s Report for July 2013. All questions and comments were responded to by Mr. Coursen.
4. **Adoption of Agenda** – The agenda was approved as presented.
5. **Approval of the Minutes** – The minutes of June 20, 2013 were approved as presented.
6. **President’s Comments** – Mr. Radcliffe’s comments included: A. Deer Issue – It is agreed that the herd needs to be reduced-question is: How? B. Facilities Enhancement Plan – Subject will be discussed at (10. B.). C. 4th of July – considered very successful.
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.**
(2) 6 units listed with 3 units on the active list.

B. Treasurer's Report –

- (1) Invoices – Copies of the List of Invoices under \$1,000 were provided to the Board and reviewed by Mr. Bambach.**

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

To approve the payment of the List of Invoices, dated 6-21-13 through 7-18-13, (under \$1,000), in the amount of \$5,532.60.

Resolution #16, 7/18/13

Upon motion duly made by Richard Bambac, the Board agreed,

To approve the payment of the Insurance Claim-re: 3501 Forest Edge Drive, #14-3G (Grisamore)-Date of Incident: 5/24/13-Clogged toilet overflowed into unite below (2G). Amount of claim includes: A&A-\$1,052.18, LWMC-\$336.35. Request reimbursement of \$1,388.53 (per Maryland Condo Act) to Mutual 14 from Betty Grisamore.

Resolution #17, 7/18/13

To approve the payment of \$800.00 to American Striping-Invoice#:10424-Invoice Date: 7/3/13-Pavement markings: 55 parking stalls, 1 crosswalk on Vantage Hill Road, 2 hash out areas, 1 "Reserved" stencil, 150 linear feet, 6 inch line at entrance U trash, and 130 linear feet, yellow curb.

Resolution #18, 7/18/13

To approve the payment of \$69.78* to Linda O'Neil for the 4th of July lobby decorations, including a tip of \$20.00 to the painting contractors for the touch up painting of railings @ #17-3D (Foster).

Resolution #19, 7/18/13

C. Property Maintenance Committee – Buck – There was no Property Maintenance Committee meeting in July.

D. Advisory Committee – Glass – Mrs. Glass stated that the next Advisory Committee meeting will be held on August 14, 2013. The change of the Bldg. #14 Representative will be discussed at that time.

- E. **Landscape Committee – Moores** – Mrs. Moores’ report included: (1) Reminders will be sent to residents still not in compliance with the Landscape Committee request to “clean up”. (2) Central Park – bill has been revised and work will be done in phases (phases reviewed by Mrs. Moores). Approximate Cost: \$5,000.
 - F. **Social Committee – Moores** – Ice Cream Social – July 25, 2013. A picnic is being scheduled for the end of September 2013.
8. **Grapevine** – There was no discussion at this time.
9. **Unfinished Business** –
- A. **McKenzie Engineering Service** – The structural report has not yet been received from McKenzie Engineering Services.
 - B. **Parking** – Several parking violations have been noted throughout the Mutual. Mr. Radcliffe has requested that he is made aware of all parking violations.
 - C. **Legal Counsel – (attachment 2)** – An email with information referencing an attorney working with other mutuals in Leisure World was provided to the Board.
 - D. **After Hours Procedure – (attachment 3)** – Copies of the After Hours Procedure for Mutual 14 were provided to the Board. Inclusive in the attachment is Resolution #104, 12/20/12, providing access of contractors and deliveries into Mutual 14, Monday through Saturday, between 7:00 A.M. and 7:00 P.M. Mr. Radcliffe will speak to Tim Coursen.
 - E. **M14 Rules – (attachment 4)** – A draft of the revised rules were suggested provided to the Board and is attached to the agenda. It was that a special meeting be called and approximate meeting dates will be circulated by Mr. Radcliffe.
10. **New Business** –
- A. **Committee Volunteer** – Mr. Radcliffe stated that there are vacancies on several committees and suggested that an article be published in the Grapevine.
- Upon motion duly made by James Moores, the Board agreed,

To approve the establishment of a Mutual 14 Rules Committee.
Resolution #20, 7/18/13

At this time, Mr. Radcliffe appointed Kathy Viney, Chair of the Mutual 14 Rules Committee.

- 10.4 B. Facilities Enhancement Plan (FEP) – Mr. Radcliffe’s review of the plan included: (1) 14 major projects at an estimated cost of million dollars. (2) Comments are being solicited from the Community. (3) Borrowing money for the projects is being considered.
11. LWCC Advisory Committees –
- A. Education/Recreation-Leanza-(attachment 5) – Copies of the report were provided to the Board.
- B. Restaurant-Moores – Mr. Moores’ report included: (1) Summer menu for the Bistro. (2) Any complaint, report to Management immediately.
12. Open Forum – Items from the Floor: A. Volunteers for Mutual Committees and publish article in the Grapevine. B. Jackie Rabinow – thanked everyone for their concern and care during the time of her medical problem.
13. Next Meeting – Thursday, September 19, 2013 – 1:30 P.M. – Sullivan Room
14. Adjournment – The meeting adjourned at 3:10.M.

John Radcliffe, President

Agnes Glass, Secretary