

**REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday, September 16, 2014**

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 Tuesday, September 16, 2014 at 9:30 A.M.

Directors Present: John Radcliffe, President; Linda O’Neil, Vice President; Kathy Viney, Secretary; Barbara Palmer, Treasurer; Barbara Martin, Vickie McCarty, James Moores; Directors

For Management: Kevin Flannery, General Manager; Gloria Robar, Mutual Assistant

Visitors: Barbara Bowers, Pat Leanza, Donald Pruett, Jackie Rabinow, Elinor Walker

1. Call to Order – Mr. Radcliffe called the meeting to order at 9:30 A.M.
2. Welcome Visitors – Mr. Radcliffe welcomed Barbara Bowers, Pat Leanza, Donald Pruett, Jackie Rabinow and Elinor Walker to the meeting.
3. General Manager’s Report – Kevin Flannery, General Manager, presented the General Manager’s Report for September 2014. All questions and comments were responded to by Mr. Flannery.
4. Adoption of Agenda – The agenda was approved as presented.
5. Approval of the Minutes – The minutes of August 21, 2014 were approved as presented.
6. President’s Comments – Mr. Radcliffe stated he received a letter of appreciation to Mutual 14 for its contribution to the Veteran’s Day Luncheon from Barbara Cronin, Chair, LWCC.
7. Open Forum – Items from the Floor: A. Past management provided strong foundation for Mutual 14. B. Publication of items from EPAC.
8. Reports – Officers/Committee Chairs –
 - A. Secretary’s Report – Viney –

(1) Status Report – (attachment 1) – Copies of the report was made available to the Board and reviewed by Ms. Viney. It was stated that notification of the death of Betty Grisamore was received after the publication of the report.

B. Treasurer’s Report –Palmer –

(1) Invoices – Copies of the List of Invoices under \$1,000 were provided to the Board and reviewed by Ms. Palmer.

Upon motion duly made by Bobbie Palmer, the Board agreed,

To approve the payment of the List of Invoices (under \$1,000) in the amount of \$6,189.08

Resolution #50, 9/16/14

Upon motion duly made by Kathy Viney, the Board agreed,

To request the reimbursement of \$769.27 to Mutual 14 from Vladimir Ivaneko, 3510 Forest Edge Drive, #16-2E, for the cost of water clean up and ceiling repair to Unit #16-1E, due to drain leak from #16-2E into #16-1E. A&A Invoice #3961-\$268.00. LWMC Invoice #13700114-\$501.27.

Resolution #51, 9/16/14

Upon motion duly made by Kathy Vine, the Board agreed,

To approve payment of \$13, 090.00 to GTB Enterprise, Inc. dba Paintworx-Invoice#:27520-Invoice Date: 5/31/14-WO14-109-14-Painting of Bldg. 10-15101 Glade Drive.

Resolution #52, 9/16/14

Upon motion duly made by Linda O’Neil, the Board agreed,

To approve payment of \$13,090.00 to GTB Enterprise, Inc. dba Paintworx-Invoice#:27521-Invoice Date: 6/13/14WO14-109-14-Painting of Bldg. 11-15100 Glade Drive.

Resolution #53, 9/16/14

C. Property Maintenance Committee – Leanza-

(1) ABMs- after discussion, it was agreed that ABMs will continue to be approved by the Mutual Board of Directors. (2) Elsie Stille-ABM has not been returned by PPD. (3) Stephanie Sidella- Approval of ABM is deferred to receipt of Certificate of Insurance. (4)

Replace
reviewed by

Transformer Fences- 3 proposals were received and
Linda O'Neil. After discussion,

Upon motion duly made by Kathy Viney, the Board agreed,

submitted
fences
cost as

To approve the Mutual 14 Property Maintenance Committee's
recommendation to accept the Transformer Fence Proposal
by Telmo Ortiz, telmo@decksandplus to build the transformer
(for 8 apartment buildings) according to the specifications and
stated in same said proposal.

Resolution #54, 9/16/14

(5) Consideration of traffic lines in front of building entrances.

(6) Balcony Issues-Copies of 2 proposals provided to the PMC and
Board and reviewed by Kathy Viney. After discussion,

Upon motion duly made by Kathy Viney, the Board agreed,

To authorize the Mutual 14 Property Maintenance Committee to
have all open patios on the 2nd and 3rd floors of the apartment
buildings caulked at a cost of up to \$100.00 per balcony.

Resolution #55, 9/16/14

(7) Linda O'Neil will meet with Ronny Cabrera, PPD to discuss
estimates for the inspection of all enclosed balconies.

D. Advisory Committee – Viney – Ms. Viney's report included: (1)
Responsibility of Mutual in case of health and medical issues-
(dealing with the aging population) – Call Social Services
Department, also Life Line service is available in LW. (2) Fire
Evacuation Summary-
Extracted information considered not necessary from the Welcome
Packet.

Upon motion duly made by Vickie McCarty, the Board agreed,

To publish in the Grapevine on a monthly basis, articles on fire safety.

Resolution #56, 9/16/14

Upon motion duly made by Vickie McCarty, the Board agreed,

To allow Jackie Rabinow to post the upcoming Fire Safety Forum
flyer in all of the apartment buildings in Mutual 14.

Resolution #57, 9/16/14

- E. **Landscape Committee – Moores** – McFall/Berry has started to lay the foundation for the patio in Central Park.
- F. **Social Committee – Moores** – Volunteers are needed to help with the setting up of all social events.
- G. **Rules Committee – Viney** – Ms. Viney’s report included: (1) Letters out to residents referencing storage on balcony and decorative items in the “T”. (2) Window coverings-article in Grapevine on proper window coverings as dictated by Mutual 14 Bylaws.
- 9. **Grapevine-Beth Leanza** –
- 10. **Unfinished Business** –
 - A. **WSSC**- (1) John Radcliffe and Linda O’Neil attended the WSSC meeting held on September 12, 2014. (2) Mutual 14 was offered a reimbursement of \$4,500. LW is attempting to have WSSC bring the concrete at VHC up to standard. (3) No commitment has been made by Mutual 14.
- 11. **New Business** – There were no items of New Business at this time.
- 12. **LWCC Advisory Committees** –
 - A. **Education/Recreation-Leanza** –Copies of Mrs. Leanza’s report was provided to the Board.
 - B. **Restaurant-Moores**- Summer of 2015-replace the chandelier in the Ball Room, replace floors and partitions to add more meeting rooms.
 - C. **Emergency Prep-Pruett** – A Fire Forum will be held on Wednesday, October 22, 2014, 10:00 A.M. – 12 Noon-Auditorium, CH II. Guest speakers will include Maryland State Fire Marshall, Brian Geraci.
 - D. **Security/Transportation-Pruett**- Mr. Pruett’s report included: (1) Improved bus signs anticipated. (2) New bus schedule in progress. (3) Creekside-changed from Red Line to Green Line stop.
- 13. **Next Meeting** – Tuesday, October 21, 2014 – 9:30 A.M. – Sullivan Room
- 14. **Adjournment** – The meeting adjourned at 11.20 A.M.

John Radcliffe, President