

**REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday, July 21, 2015**

Res #17-#24

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, July 21, 2015 at 9:30 A.M.

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

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

Visitors: Richard Bambach, Bill Buck, June Cayne, Carol Emel, Pat Leanza, Jackie Rabinow, Suzanne Schust, Leo Thompson, Kevin Vincent

1. **Call to Order** – Mrs. O'Neil called the meeting to order at 9:30 A.M.
2. **Welcome Visitors** – Mrs. O'Neil welcomed Richard Bambach, Bill Buck, June Cayne, Carol Emel, Pat Leanza, Jackie Rabinow, Suzanne Schust, Leo Thompson and Kevin Vincent to the meeting.
3. **General Manager's Report** – Kevin Flannery, General Manager, presented the General Manager's Report for July 2015. 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** – Approval of the June 2015 minutes has been deferred to a later date.
6. **President's Comments** – Mrs. O'Neil's comments included: A. Changes in Board/Mutual Assistant. B. Adjustments in the PMC and in PPD. These changes impact on decisions and actions taken by the Board.

7. **Reports-Officers/Committee Chairs –**

A. **Secretary’s Report-K. Viney-**

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

B. **Treasurer’s Report-B. Palmer-**

(1) **Invoices** – Copies of the List of Invoices (6-17-15 through 7-21-15) were provided to the Board and reviewed by Ms. Palmer.

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

To approve the payment of the List of Invoices (6-17-15 through 7-21-15), under \$1,000 in the amount of \$2,943.28.

Resolution #17, 7/21/15

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

To approve the payment of \$3, 522.72 to McFall/Berry-Invoice 178660-Invoice Date: 6/30/15-Proposal #15141-Various landscaping enhancements at various sites on Mutual 14.

Resolution, #18, 7/21/15

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

To reimburse Linda O’Neil in the amount of \$42.39 for the purchase of Wall Art for replacement in a building lobby.

Resolution #19, 7/21/15

To reimburse Sharon Moores in the amount of \$22.63 for the purchase of landscaping items.

Resolution #20, 7/21/15

C. **Property Maintenance Committee-P. Leanza (attachment 2)-** Copies of the PMC minutes of July14, 2015 were provided to the Board and reviewed by Mr. Leanza. Mr. Leanza responded to all questions and comments. After discussion,

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

To accept the PPD Special Projects Oversight Proposal – to oversee the installation of carpeting and EPDM in Buildings 12 & 14; to accept same said proposal to oversee the painting of Buildings 14 & 15 in the amount of \$4,320.00.

Resolution #21, 7/21/15

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

To accept the PPD Proposal to make the exterior outlets in the standpipe cabinets (6 per building @\$708.00) conform to the updated County Fire code in the amount of \$5,664.00.

Resolution #22, 7/21/15

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

To accept the PPD Proposal to replace the batteries in all hard-wired smoke detectors that are less than 10 years old at a cost of \$17 each; to replace any hard-wired smoke detectors that are more than 10 years old at a cost of \$38.00 each.

Resolution #23, 7/21/15

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

To approve having PPD inspect and caulk all of the open balconies in Mutual 14.

Resolution #24, 7/21/15

- D. Advisory Committee-K. Viney- There was no report at this time.
- E. Landscape Committee-S.Moores- Mr. Moores stated that the Committee thanked those that did a clean up of the garages. If clean up is not done, the Committee will have it done at cost to the unit owner.
- F. Social Committee-S.Moores- Mr. Moores reported that the Ice Cream Social will be held on Thursday, July 23rd, and the picnic on September 17th. The Committee will welcome all volunteers.
- G. Rules Committee-K.Viney- There was no report at this time.
- 8. Grapevine-Beth Leanza -There was no report at this time.
- 9. Unfinished Business –
 - A. Informal Survey-Rental Policy – The informal surveys have been mailed to all residents.

After discussion,

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

That the count of the informal Rental survey be done by residents on August 17, 2015, and results be presented at the Board meeting scheduled on Tuesday, August 18, 2015.

10. New Business –

A. August 18, 2015 Board Meeting- It was agreed that the evening meeting be postponed to the September meeting.

B. Unhappy Residents-Explanation provided by Mrs. O’Neil on the procedure referencing the Rental Policy, and the need to establish a smoother flow of communication between the Board and residents.

C. Incident-#16-3A- Extensive renovation done without following procedure, work stopped by Special Projects. Resident provided with proper information and procedures as mandated by the Mutual, Leisure World, County and State.

11. LWCC Advisory Committees –

A. Education/Recreation-Leanza-There was no report at this time.

B. Restaurant-Moores –Mr. Moores stated that the Committee discussed the FEP, its 2016 Budget and the restaurant’s take out policy.

C. Emergency Prep-Pruett – There was no report at this time.

D. Security/Transportation-Pruett – There was no report at this time.

12. Open Forum – From the Floor: A. Balcony Caulking. B. Leaks. C. Emergency Contingency Fund. D. Inspection of vacant units. E. Candidates at Meetings. F. Concrete Issues. G. Flat Roofs of the Florida Rooms. H. Legal/Entry into Units. I. Communication Procedures.

13. Next Meeting – Tuesday, August 18, 2015 – 9:30 A.M. – Sullivan Room

14. Adjournment – The meeting adjourned at 11:25 A.M.

Linda O’Neil, President