

REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday, April 19, 2016

Res #92-#104

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 Montgomery Room of Clubhouse I, on Tuesday, April 19, 2016 at 9:30 a.m.

Directors Present: Linda O'Neil, President; James Moores, Vice President; Kathy Viney, Secretary; Barbara Palmer, Treasurer; John Radcliffe, Director; Patrick Leanza, Directors

For Management: Tim Coursen, Assistant General Manager; Alicia Drummond, Mutual Assistant

Visitors: Harold Crisp, Jeff Ganz, Betti Goodman, Arthur & Maxine Hooker, Ron Krams, Beth Leanza, Sharon Moores, Jim O'Neil, Jackie Rabinow, Suzanne Schust, Wilma & James Townsend

1. Call to Order – Mrs. O'Neil called the meeting to order at 9:30am.
2. Welcome Visitors – Mrs. O'Neil welcomed visitors to the meeting.
3. General Manager's Report – Tim Coursen presented the General Manager's Report for the month of April, 2016. The report was received, noted and made part of the record.
4. Adoption of Agenda – The agenda was approved as amended to add (7. "Auditors".)
5. Approval of Minutes – The minutes for March 15, 2016 were approved as presented.
6. President's Comments
7. Auditors – Malvin, Riggins and Company presented the 2015 Audit Draft Report for Mutual 14.

Upon Motion Duly made by Kathy Viney, the Board agreed:

To approve the 2015 Audit Draft for Mutual 14 presented by Malvin, Riggins and Company.

Resolution #92, 04/19/16

8. Reports- Officers/ Committee Chairs

A. Secretary's Report- Viney-

(1) Status Report – Ms. Viney reported there were 3 units sold in the Mutual.

(2) Re B10-3G [Blumenthal Trust, owner], whereas the unit owner paid all outstanding fees and assessments -

Upon motion duly made by Kathy Viney and seconded by John Radcliffe, the Board agreed:

To approve to rescind their pervious motion to attach a lien, i.e. Resolution #83, 3/15/16.

Resolution #93, 04/19/2016

(3) Re B14-3G [George Jarboe, owner (deceased)], condo-fees is currently 5 months in arrears. A lien will be placed on unit. –

Upon motion duly made by Kathy Viney and seconded by John Radcliffe, the Board agreed:

To accelerate the condo fees on this unit to the annual assessment for 2016, and to instruct our attorney to attach a lien on the property for the full amount.

Resolution #94, 04/19/2016

B. Treasurer's Report- Palmer:

(1) Current 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 Barbara Palmer and seconded by John Radcliffe, the Board agreed:

To approve the payment of the List of invoices (3/15/16 through 4/19/16) under \$1,000.00 in the amount of \$1,296.94.

Resolution #95, 04/19/2016

Upon motion duly made by Barbara Palmer and seconded by John Radcliffe, the Board agreed:

To pay \$1,494.00 (124.50/ month) to Orkin Pest Control for 2016 annual contract #25342650.

Resolution #96, 04/19/2016

Upon motion duly made by James Moores, the following resolution was agreed:

To pay \$3,047.00 for replacement 177 smoke detector batteries, replacement of 1 smoke detector more than 10 years old, tested GFI outlets in 153 units.

Resolution #97, 04/19/2016

Upon motion duly made by Pat Leanza, the following resolution was agreed:

To pay \$5,102.80 to inspect electric panels in 153 units, replace breaker in unit 9-A.

Resolution #98, 04/19/2016

C. Property Maintenance – Pat Leanza reported the following:

Upon motion duly made by Pat Leanza and seconded by Kathy Viney, the Board agreed:

To approve the proposal from H&H Concrete Construction for concrete replacement and repairs throughout the mutual, in the amount of \$87,789.00, to be paid on presentation of invoice from the Replacement Reserves.

Resolution #99, 04/19/2016

Upon motion duly made by Pat Leanza and seconded by Jim Moores, the Board agreed:

To approve the contract with National Fire Protection (NFP) for repairs to the mutual standpipe system, in the amount of \$22,540.00, to be paid on completion and presentation of invoice from the Replacement Reserves;
To approve the contract for re-inspection and testing of the standpipes after repair, in the amount of \$5,495.00 to be paid on completion and presentation of invoice from Fire and Safety.

Resolution #100, 04/19/2016

Upon motion duly made by Pat Leanza and seconded by Bobbie Palmer, the Board agreed:

To approve the contract with Floor-Max for replacement of tiling in the first-floor lobbies and elevator of Buildings 10-14, in the amount of \$9,600.00 +tax, to be paid from the Replacement Reserves. A 50% deposit to be paid within 30 days of acceptance, and 50% upon completion.

Resolution #101, 04/19/2016

Upon motion duly made by Pat Leanza and seconded by Jim Moores, the Board agreed:

To approve the contract with Clay-Kenny for installation of EPDM in Building 13 in the amount of \$26,250.00 to be paid on presentation of invoice from the Replacement Reserves.

To approve the contract with Mid-Atlantic Floors for the carpeting of Building 13 in the amount of \$17,397.00 to be paid on presentation of invoice from the Replacement Reserves.

Resolution #102, 04/19/2016

Upon motion duly made by Pat Leanza and seconded by Kathy Viney, the Board agreed:

To approve the contract with RMC Welding for repairs in Building 14 (22 locations) and Building 15 (18 locations) in the amount of \$14,700.00 to be paid on presentation of invoice from the Replacement Reserves.

Resolution #103, 04/19/2016

D. Landscape Committee – Sharon Moores- Ms. Moores has received a proposal for sod work in the amount of \$2,375.00. Work has been completed including replacement of bushes.

E. Social Committee – Sharon Moores- The Annual Meeting will be held on May 28, 2016.

Upon motion duly made by Kathy Viney and seconded by John Radcliffe, the Board agreed:

To approve for the remaining amount used for the Annual Meeting to be deposited into the Social Committee funding.

Resolution #104, 04/19/2016

F. Rules Committee – Kathy Viney- No report at this time.

9. Grapevine- Beth Leanza- Ms. Leanza stated that the draft of the Grapevine was emailed to the Board members. She will include the Annual Social Meeting and the 4th of July Parade.

10. Unfinished Business – None

11. New Business –

A. Hearing – A hearing will be scheduled by request regarding the interpretation of By-laws. The Board will determine a place and time for hearing and notify residents.

B. LW 50th Anniversary- Mutual 14 made a donation to the Leisure World 50th Anniversary Committee. Mutual 14 received an acknowledgement letter from the Committee.

12. LWCC Advisory Committees

A. Education/ Recreation – Beth Leanza – A report was handed out to the Board and included in the Grapevine.

B. Restaurant – James Moores – Windows will be installed in the Terrace Room. Contractors will be starting on the Fitness Center in a few weeks.

C. Emergency Prep – J. Donald Pruett – The Committee declined the suggestion for deer crossing signs. A Personal Preparedness Workshop event was a success with many attendees. The Health Fair will be held on May 26, 2016.

13. Open Forum – An inquiry on the cost of by-law amendment was addressed.
Questions regarding the Annual Meeting procedures were asked.

14. Next Meeting – Tuesday, May 17, 2016 9:30 a.m. Sullivan Room

15. Adjournment - The meeting was adjourned.

Linda O'Neil, President