

REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday, May 17, 2016

Res #7-#20

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 Administrative Building, on Tuesday, May 17, 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

For Management: Kevin Flannery, General Manager; Kenia Callejas, Mutual Assistant

Visitors: Harold Crisp, Ron Krams, Sharon Moores, Jackie Rabinow, Ed Knowles, Carl Dahlstrom, Jim O'Neil, Barbara Bowers, Maureen DeSouza, Elinor Walker, Leona O'Reilly

- 1 Call to Order – Mrs. O'Neil called the meeting to order at 9:30 a.m.
- 2 Welcome Visitors – Mrs. O'Neil welcomed visitors to the meeting.
- 3 General Manager's Report – Kevin Flannery presented the General Manager's Report for the month of May 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. B.) "Vantage Hill Ct".)
- 5 Approval of Minutes – The minutes for April 19, 2016 were approved as presented.
- 6 President's Comments – No Comments.
- 7 Reports- Officers/ Committee Chairs

A Secretary's Report- Viney-

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

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 Kathy Viney the Board agreed:

To approve the payment of the List of invoices (4/19/16 through 5/17/16) under \$1,000.00 in the amount of \$5,347.02.

Resolution #7, 05/17/2016

Upon duly motion made by Kathy Viney and seconded by Bobbie Palmer, the Board agreed to -

To approve the payment of Insurance Claim to Leisure World:

\$668.01 (1) A&A Restoration invoice #4697 – Water damage clean up due to toilet overflowed at 15101 Glade Dr. #10-1E

Resolution #8, 5/17/16

Upon duly motion made by Kathy Viney and seconded by Bobbie Palmer, the Board agreed to -

To authorize the Mutual Assistant Kenia Callejas to send the owner a letter requesting reimbursement to Mutual 14 of insurance deductible from the unit owner at 15101 Glade Dr. #10-E for the insurance claim in the amount of \$668.01.

Resolution #9, 5/17/16

Upon motion duly made by Bobbie Palmer and seconded by Jim Moores, the Board agreed to –

To approve the payment of the following invoices over \$1,000.00:

\$1,128.00 (1) LWMC #80648 - Per Mutual Maintenance agreement: Bldg 16 – 3510 Forest Edge Dr – Snaked all vents 5/8” cable for 2” pipe 7/8” cable for 3” and 4” pipe. Brought back lots of grease. 30 min to clean cables

Resolution #10, 5/17/16

\$1,175.00 (2) LWMC #80745 - Per Mutual Maintenance agreement: Bldg 17 – 3511 Forest Edge Dr – Snaked all vents 5/8” cable on 2” vents 7/8” cable on 3” and 4” stacks. Brought back lots of grease. 30 min to clean cables

Resolution #11, 5/17/16

\$1,504.00 (3) LWMC #80409 - Per Mutual Maintenance agreement: Bldg 15 – 3500 Forest Edge Dr. Snaked all roof vent on 3500 Forest Edge Dr. Pulled back grease and wiped in some of the drains. 30 min added to clean cables

Resolution #12, 5/17/16

\$2,375.00 (4) McFall & Berry Invoice #185065 – Perform landscape work at 3501/11 Forest Edge Dr.

Resolution #13, 5/17/16

\$3,520.00 (5) McKENZIE ENGINEERING SERVICES, P.C. Invoice #2 – Consulting structural engineering services regarding stair tower helical pier underpinning at Bldgs. 14 &17

Resolution #14, 5/17/16

C. Property Maintenance – Hal Crisp reported the following:

- (1) Standpipe- The standpipe testing starts on Monday and they will first start in Bldg. 10.
- (2) Fire Alarm System – Waiting to hear what happens with Mutual 15.

Linda O’Neil reported the following:

- (1) McKenzie report – Colin McKenzie reported on the evaluation on ceiling separations in Unit #10-3A. “The ceiling distress appeared to be typical of that found with cyclical temperature and humidity related roof truss movements, and were informed that the separations changed with the seasons”. The Board decided it was best to hire an environmental engineer for further study on adding more insulation and ventilation in the attics.

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

To approve to hire an environmental engineer to study the effect of insulation and ventilation in the apartment attics.

Resolution #15, 5/17/16

(2) Fire-Mak, Inc. Contract Cancellation –

Upon motion duly made by Kathy Viney and seconded by Jim Moores, the Board agreed-

To approve to send Fire-Mak, Inc a letter cancelling the Standpipe Inspection/Maintenance Contract and Standpipe Testing Contract.

Resolution #16, 5/17/16

(3) Adonai Consultants, Inc. –

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

To approve the payment of the Adonai Consultant invoice #LWM-3500-2 Dated: 11/24/2009 in the amount of \$384.00.

Resolution #17, 5/17/16

(4) Avery Paint Proposal –

Upon motion duly made by Kathy Viney and seconded by Barbara Martin, the Board agreed-

To accept two (2) Avery Painting & Drywall Contracts; One (1) dated May 10th, 2016 in the amount of \$13,000.00 for painting 13 exterior stairwells and the second (2) dated May 11th, 2016 in the amount of \$8,700.00 for preparing, painting, etching metal pans to be paid from the maintenance reserves.

Resolution #18, 5/17/16

D Advisory Committee – Kathy Viney – No report.

E Landscape Committee – Sharon Moores- The committee had a walk around in the Mutual.

Upon motion duly made by Kathy Viney and seconded by Jim Moores, the Board agreed –

To authorize Sharon Moores to send a Termite letter to the residents at #15115, #15121 & #15123 Vantage Hill Road.

Resolution #19, 5/17/16

F Social Committee – Sharon Moores – Bingo is on May 18th, 2016.

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

8 Grapevine- Maureen Ross – She is working on her 1st edition.

9 Unfinished Business –

A. Hearing Minutes – The rules hearing minutes will be provided at the June Meeting.

B. Vantage Hill Ct. – Jim Moores reported that there still has not been any repairs made on Vantage Hill Ct.

Upon motion duly made by Jim Moores and seconded by John Radcliffe, (2 Aye, 3 Nay)

To approve to repave Vantage Hill Ct. from curb to curb before April 2017.

Motion failed

10 New Business –

A Dahlstrom/Knowles request to waive condo fee –

Upon motion duly made by Jim Moores and seconded by Kathy Viney, the Board agreed –

To not approve to waive the condo fee for Unit #10-1G.

Resolution #20, 5/17/16

B Violation – A written copy of the Fire Dept. violation was provided.

11 LWCC Advisory Committees

- A Education/ Recreation – Beth Leanza – No report.
- B Restaurant – James Moores – The doors between the Terrace Room and the Stein Room will be replaced.
- C Emergency Prep – J. Donald Pruett – Health Fair at the end of May.

12 Open Forum – None.

13 Next Meeting – Tuesday, June 21st, 2016 at 9:30 a.m. in the Sullivan Room

14 Adjournment - The meeting was adjourned at 11:11

Linda O'Neil, President