

REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
TUESDAY, JANUARY 15, 2019

Resolution #143 -

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 on Tuesday, January 15, 2018 at 9:30 a.m.

Directors Present: John Radcliffe, President; Leona O'Reilly, Vice President; Laura Wiltz, Secretary; Barbara Palmer, Treasurer; Roger Blacklow, Director; Rick Kaiser, Director; Beth Leanza, Director.

Management: Kelly Barton, Mutual Assistant; Melissa Palaez, Director Mutual services.

Visitors: Mary Lamb, James Moores, Cathy Madden, K. Viney, Harold Crisp, Carol Emil, Ronny Cabrera, Jane Carona, Ruth Hunter, Jessie Fitzpatrick, Sharon Moores, John Joyce, Ron Krams, Lori Burdict.

1. Call to Order – Mr. Radcliffe called the meeting to order at 9:30 a.m.
2. Welcome Visitors – Mr. Radcliffe welcomed all the visitors in attendance.
3. General Manager's Report – Mrs. Palaez presented the general manager's report for the month of January 2019.
4. Adoption of the Agenda – The agenda was approved with amendments.

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5. Approval of December 2018 Regular Meeting Minutes – The minutes were approved as presented.
  
6. President's Comments – Mr. Radcliffe
  
7. Reports – Officers/Committee Chairs
  - A. Secretary's Report – Laura Wiltz –
    - (1) Unit Status Report – The report was presented and made available to the board.
  - B. Treasurer's Report – Barbara Palmer
    - (1) Invoices –
      1. \$500.00 Malvin, Riggins & Company, P.C. Invoice #1000078075 – Billing for planning in connection with annual audited financial statements and related tax returns, to include conferences as required.
      2. \$84.80 Pet Waste Eliminator IN#42725074 – Pet waste eliminator bags 200/roll.
      3. \$660.36 Schindler IN# 7152843871 – Elevator out of service stuck on lobby level. Power outage at 3511 Forest Edge Drive.
      4. \$367.87 Schindler IN#7152843870 – Elevator out of service stuck on lobby level with doors closed. Power outage at 3510 Forest Edge Dr.
      5. \$47.70 Reimbursement to Linda O'Neil - Sherwin-Williams paint purchased to touch up doors.
      6. \$74.25 R-Type Invoice #146757 – Work performed at 1 Vantage Hill Ct Unit 15-1G. Snaked out M/B Lavy drain and then M/B shower. Cleaned up snake.

Total: \$1,734.98

A motion was made, seconded and passed unanimously:

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To approve the Invoices in the amount of \$1,660.73 except for #6 Invoice #146757 which will to be sent back to the resident for payment.

**Resolution # 143, 1/15/2019**

A motion was made, seconded and passed unanimously:

To approve returning #6 Invoice #146757 to snake out the shower drain at 1 Vantage Hill Ct. Unit 15-1G back to the owner for payment.

**Resolution # 144/15/2019**

- C. Property Maintenance Committee –
  - (1) PMC Minutes – Harold Crisp provided a report from their January 3, 2019 PMC Meeting.
  
- D. Building Rep. Committee- There was not a meeting of the Building Reps in January. However, Mrs. Wiltz summarized three important concerns: Safety – Unauthorized entrance into the complex; the severe plumbing issues in building 14; and the abusive use of common area by a certain mutual resident.
  
- E. Landscape Committee – Sharon Moores - No report at this time.
  
- F. Social Committee – Sharon Moores – No report at this time.
  
- C. Unfinished Business –
  - A. Supplementary Management and Operating Agreement- The board discussed making an official request to LWMC for additional Mutual Assistant hours.

A motion was made, seconded and passed unanimously:

The board approved the Supplementary Management and Operating Agreement for 2019.

**Resolution # 145, 1/15/2019**

- B. Attorney Approved Revisions for Balcony Owners-

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The board approved sending out the letter and the removal agreement to the listed residents that are affected by the balcony restoration.

**Resolution #146, 1/15/2019**

C. Stansbury Contract –

A motion was made, seconded and passed unanimously:

The board approved the Stansbury Contract dated November 30, 2018 for the cost of service for 2019, and 2020.

**Resolution #147, 1/15/2019**

D. Muller Insurance Claim -

A motion was made, seconded and passed unanimously:

To rescind Resolution #84,9/18/2018, requesting reimbursement from the unit owner at 15121 Glade Dr. #13-1G, for the service of water clean-up, due to the A/C leaking in the patio closet. It was discussed and agreed the insurance claim is a mutual responsibility.

**Resolution Number 148, 1/15/2019**

E. Krams Insurance Claim-

To approve payment of the following insurance claim:

\$1,854.58      Leak in 1F living room and bathroom walls where previous repairs failed. The leak came from 2F due to a slow leak in the bathroom from a blockage in the 2F bathtub pipe that only serviced 3500 Forest Edge Dr. Unit 15-2F. Date of Occurrence 8/1/2018

**Resolution #149, 1/15/2018**

A motion was made, seconded and passed unanimously:

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A. H&H Concrete Construction, Inc. Proposal #201902:

A motion was made, seconded, and passed unanimously:

The board is denying the proposal for concrete repairs in the garage at 4 Vantage Hill Court. Inspection revealed these are normal settlement cracks.

Resolution #154, 1/15/2019

B. LWMC Proposal for Lamb Property:

The Board agreed to accept the LWMC Proposal in the amount of \$847.00 to have PPD provided assistance with overseeing the Lamb property.

Resolution 155, 1/15/2019

C. LWMC Proposal to clear the condensate lines in 193 units:

A motion was made, seconded, and passed unanimously:

The Board agreed to accept the LWMC Proposal in the amount of \$10,300 to have all the condensate drains cleared for 193 units in Mutual 14.

Resolution #156, 1/15/2019

D. Insurance Claims:

Ms. O'Reilly discussed the insurance claims and explained the process of how to handle them.

E. Annual Meeting dates:

Corrections were made regarding the election dates:

-The due date to have the resume in to the mutual assistant is February 11, 2019.

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To request reimbursement in the amount of \$1,854 from unit owner at 3500 Forest Edge Dr. Unit 15-2F (Krams) for the service of water damage clean up completed by A&A due to the slow leak that came from Unit 2F.

Resolution #150, 1/15/2018

F. Makfinsky Insurance claim:

The Makfinsky Insurance claim was discussed but we were not able to pass a resolution on the claim at this point as we do not have the current insurance claim documents needed.

A motion was made, seconded and passed unanimously:

The board agreed to deny the Mr. Makfinskys ABM for unit 3501 Forest Edge Dr. 14-1F.

Resolution #152, 1/15/2019

G. Closed meeting resolution:

A motion was made, seconded and passed unanimously:

Under the authority of Title 11-Maryland Condominium act Section 11-109.1(a)(4) the Board of Directors on December 18, 2018, in the Sullivan Room of Leisure World, Voted to hire an attorney to defend Mutual 14 in a pending law suit. Board Members Kaiser, O'Reilly, Palmer, Wiltz, Leanza, and Blacklow voted yes.

H. Examine the Ballot:

The board discussed the ballot and it was agreed that everything was prepared with acceptable standards according to Leisure World management.

Resolution #153, 1/15/2019

I. Dismissal of Hooker complaint:

The Hooker complaint has been dismissed.

9. New Business:

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- The due date to send out notices to owners is March 22,2019.
- The date of the annual meeting has been switched to April 22,2019.

- F. Work Session for Rules and regulations and who pays list is set for February 18,2019.
- G. Mutual 14 Website information:

It was discussed and recommended to the board to allow Jane Carona to assist with keeping track of Mutual 14 related projects and relay that information to The PMC and The Board, as well as Mr. Cox so he is able to post the information on the Mutual 14 website.

- H. Recognition of Committee Members:

Ms. Palmer will present a letter to the board during the February meeting offering residents the opportunity to join a Mutual 14 committees.

- I. ABM for 3511 Forest Edge Drive. Unit 1G.

A motion was made, seconded, and passed unanimously:

The board agreed to approve the ABM for for 3511 Forest Edge Dr. Unit 1G to remodel the kitchen.

**Resolution #157, 1/15/2019**

- D. LWCC Advisory Committees –

- A. Education & Recreation – Beth Leanza –

Ms. Leanza provided a report regarding the pool, new ping pong tables and a discussion regarding prices for parties in the club house.It was agreed that the club house should not hold parties for individuals under the age of 18.

- B. Restaurant – James Moores –

Mr. Moores gave a report regarding the hours of the restaurant and expressed his dissatisfaction of the restaurant not informing residents of their change in hours.

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C. Emergency Preparedness – No report at this time.

D. Security & Transportation – No report at this time.

E. Open Forum –

-Ms. Burdick expressed her concern over the plumbing issues in building 14.

-Mr. Krams requested that a complete copy of the amendments to the bylaws be provided with the ballots.

-Ms. Fitzpatrick addressed concerns regarding not getting her coupons in time. It was explained that we are not able to give out coupons till the budget is approved.

-Mr. Powell requested the board to readdress issues regarding his mothers unit.

-Ms. Viney had questions regarding the Architectural Design Committee. She stated they have never held an open meeting, never announced a meeting and she would like to know if this committee is still in existence are they going to give notice of their meeting in the future.

F. Next Meeting – Tuesday, February 19, 2019 at 9:30 a.m. in the Sullivan Room.

G. Adjournment – The meeting was adjourned at 11:30 p.m.

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Laura Wiltz, Secretary