

REGULAR MEETING OF THE
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
TUESDAY, APRIL 16, 2019

Resolution #189 - 199

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, April 16, 2019 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: Melissa Pelaez, Assistant General Manager of Mutual Services
Kelly Barton, Mutual Assistant
Ronny Cabrera, Special Projects Manager

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 – Ms. Pelaez presented the General Manager’s report for the month of April. All questions and comments were responded to by Ms. Pelaez.
4. Adoption of Agenda – The agenda was approved as amended.
5. Approval of Minutes of March 19, 2019 – The minutes were approved as presented.
6. President’s Comments – No report at this time.
7. Reports – Officers/Committee Chairs
 - A. Secretary’s Report – Laura Wiltz –
 - (1). Unit Status Report – Ms. Wiltz presented the unit status report as distributed to the Board.
 - B. Treasurer’s Report – Barbara Palmer – Ms. Palmer presented the invoices for the month of April. Upon motion duly made, the board agreed,

To approve payment of the following invoices **under \$1,000.00**, in the amount of \$1,982.76:

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- 1. \$195.10 LWMC Insurance Claim Date: 3/22/2019 – Water leaking from 2D into 1D. 1.5- inch copper line was leaking – 3520 Forest Edge Dr. #2D.
- C. \$634.00 Rees Broome, PC #1105410 Date: 3/31/2019 – Legal consultation regarding CCOC complaint, a letter to the auditor and action outside of meeting.
- D. \$47.00 LWMC#152205 Date: 3/28 /2019 – Reinstall strike plate on building 10 trash door room.
- E. \$313.41 LWMC #146724 Date: 12/26/2018 – Performed shut down of water supply to entire building. Replaced main supply valve in 12-2G. Restored water to building.
- F. \$345.00 LWMC #151424 Date:3/18/2019 – Repaired drywall behind washer and dryer in 16-2G due to main valve replacement.
- G. \$93.93 Orkin #181429392 Date: 3/18/2019 – Monthly Pest Control – 15111 Glade Dr. B12 Traps.
- H. \$119.52 Orkin #180707532 Date: 3/11/2019 – Monthly Pest Control – Forest Edge/Vantage Hill.
- I. \$150.00 McFall & Berry #IN203080 Date: 3/26/2019 – Tree limb clean up.
- J. \$84.80 Pet Waste Eliminator #42760640 Date: 4/2/2019 – E40 Pet waste eliminator bags.

Upon motion duly made and seconded, the Board agreed –

To approve the payment of the list of invoices under \$1,000 in the amount of \$2,991.69 except for the following invoices which were returned for more information:

\$36.00 **Orkin #184999733 Date: 2/25/19** – 3510 Forest Edge #2A

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\$515.58 LWMC #150930 Date: 3/7/19

Resolution # 189, 3/19/2019

2018 Fiscal Year Audit Presentation – Dawn Gaynor – The 2018 Audit report was presented, and all questions were addressed by Ms. Gaynor.

Upon motion duly made and seconded, the Board agreed, by a vote of 4 in favor, 2 against -

To accept the 2018 Audit provided by Malvin, Riggins and Company P.C., as presented.

Resolution #190, 3/19/2019

(1) Invoices over \$1,000.00

\$1,500 **Malvin, Riggins & Company, PC #1000079611 Date: 2/28/19** –
Progress billing in connection with annual audited financial statements and related tax returns, to include conferences as required.

Upon motion duly made and seconded, the Board agreed -

To approve the payment of invoices over \$1000.00 in the amount of \$1,500.

Resolutions #191, 3/19/2019

Insurance Claim:

Upon motion duly made and seconded, the Board agreed -

To approve the payment of the following insurance claim:

\$5,000 Kitchen sink backed up and water caused damage to cabinets at 3510 Forest Edge Dr. Unit 16-1F.

Resolution #192, 3/19/2019

Upon motion duly made and seconded, the Board agreed -

To request reimbursement in the amount of \$5,000 from unit owner at 3510 Forest Edge Dr. Unit 16-1F for services of water damage clean-up completed by A&A.

Resolution #193, 3/19/2019

K. Property Maintenance Committee – Harold Crisp

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(1) PMC Minutes - The report was presented and made available to the board.

- L. Building Rep Committee – Laura Wiltz – No report at this time.
- M. Landscape Committee – Sharon Moores – There will be a walk around April 8th, 2019.
- N. Social Committee – Sharon Moores – There will be a Subs, salad and bingo function on April 11, 2019.

Upon motion duly made and seconded, the Board agreed -

Mutual 14 Social Committee events will be adults only functions.

Resolution #194, 3/19/2019

8. Unfinished Business

- A. Paint Color Selection - Upon motion duly made and seconded, the Board agreed -

To approve the Anew Grey as the paint color for the building lobbies.

Resolution #195, 3/19/2019

- B. Paint Sample Reimbursement Request – A discussion ensued but no decision at this time. Postponed to the May Board meeting.

- C. Rules and Regulations Update – It was noted that the vote on the revised Rules and Regulations will take place at the May Board meeting.

- D. Final Payment Authorization – Avon – Upon motion duly made and seconded, the Board agreed –

To approve final payment to Avon in the amount of \$34,275 for reimbursement on the Lamb property (#6 Vantage Hill Ct.) helical piers, as agreed to per contract previously approved.

Resolution #196, 3/19/2019

- E. Final Payment Authorization – Just Doors & Hardware – Upon motion duly made and seconded, the Board agreed –

To approve the proposal #1114, not to exceed \$1,000 from Just Doors & Hardware to furnish and install chain stops on all trash room doors. Payment is approved upon completion.

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- F. Payment Authorization – McKenzie Engineering Services, P.C. – Upon Motion Duly Made and Seconded, The Board Agreed –

To approve the payment of McKenzie Engineering Services, P.C. Invoice #7 in the amount of \$1,925 for consultation regarding the Slab Helical Pier Underpinning at 6 Vantage Hill Ct.

Resolution #198, 3/19/2019

- G. Use of Pavers Consideration – Postponed to May Board meeting.

9. New Business –

- A. Blacklow ABM – The ABM submitted did not require the approval of the Board.

- B. Annual Meeting Refreshments Authorization – Upon motion duly made and seconded, the Board agreed –

To authorize an expense up to \$200 for Annual Meeting Refreshments.

Resolution #199, 3/19/2019

- C. Insurance Claim – Water damage at 3511 Forest Edge Dr. Unit 17-1F.

The Board approved payment for the water damage clean up at 3511 Forest Edge Dr. Unit #17-1F in the amount of \$5,000,

Resolution #200, 3/19/2019

- D. LWCC Advisory Committees –

- A. Education and Recreation – Beth Leanza – The report was presented and made available to the board.

- B. Restaurant – Jim Moores – No report at this time.

- E. Open Forum – Comments were addressed during open forum.

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

- G. Adjournment – 12:30 p.m.
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Laura Wiltz, Secretary