



REGULAR MEETING OF THE
BOARD OF DIRECTORS –
COUNCIL OF UNIT OWNERS OF MUTUAL 14
TUESDAY, FEBRUARY 15, 2022

Resolution 99-106

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 (directors) and via Zoom: 301-715-8592; (ID: 485 453 2048; Access Code: 672727) on Tuesday, February 15, 2022, at 9:30 a.m.

DIRECTORS PRESENT: Kathy Viney, President; Barbara Palmer, Vice President;
Ruth Hunter, Secretary (via Zoom); Gary Leber, Treasurer
Jane Carona, Director

DIRECTORS ABSENT: None

MANAGEMENT: Melissa Pelaez, Assistant General Manager
Danesca Pineda, Administrative Assistant- Mutual Services

VISITORS: Cathy Madden, John Loveday, Maxine Hooker
Julie Gibbons, Leona O'Reilly, Carol Ames, Roger Blacklow
Jessie Fitzpatrick, Maureen DeSouza, Harold Crisp, Ron Krams,
Jacqueline Rabinow, Jenise Bobo, Sharman Dupree, Ramona Brown,
Jim and Geneva Foster (2 residents with no name)

1. Call to order – President Viney called the meeting to order at 9:33 a.m.
2. Community Report – Ms. Melissa Pelaez presented the Community Report and addressed all questions asked.
3. Adoption of Agenda – The agenda was adopted as presented.
4. Approval of Minutes-
 - a. Approval of Minutes of January 18, 2022, Regular Board Meeting– The minutes were approved, as presented.
 - b. Ratify AWM

-Upon motion duly made, the Board agreed,

To ratify its Action Without a Meeting, to authorize the president 1) to request our attorney to suggest language for a new Bylaw amendment that would ban smoking inside units, and 2) to proceed with the amendment process.”

Resolution #99, 1/25/2022

5. LWCC Report - Mr. Roger Blacklow presented his report which was also included in the agenda packet for all board members to review.
6. President’s Report – All unit owners should have received the call for candidate’s letter.
7. Secretary’s Report – Ms. Hunter presented the following report.
 - A. Unit Status Report – (Attachment from Ruth Hunter)
 - B. Journal Entry – A monthly journal entry is provided to the Board that reflects the tasks assigned under the LW Management and Operating Agreement.
 - C. Building representative report- This report was included in the agenda packet for all board members.
8. Treasurers Report – Mr. Leber presented the list of invoices for approval.
 - (1) Invoice(s) under \$1,000.00 – - Upon motion duly made, the Board agreed,

To approve payment of the following invoice(s) **under-\$1,000.00:**

	<u>Amount:</u>	<u>GL Code:</u>	<u>Vendor/Invoice #/ Description/ Inv. Date #:</u>
1	\$248.00	620300-100006	<u>LWMC Invoice #206154</u> - For buildings 10-17 Tested emergency lights for the month of January 2022 Dated: 1/31/2022
2	\$176.20	620200-100006	<u>LWMC Invoice #205818-</u> 3501 Forest Edge Dr. Unit 14-1F: Insulated around AC unit, with spare fiberglass insulation and duct board, taped and caulked around unit. Dated: 1/25/2022

3	\$180.00	621000-100006	<u>LWMC Invoice #206365-</u> 3500 Forest Edge Dr. unit 15-1F-Cleared kitchen drain with 60' of k-50 5/8 cable; cleaned snake mutual charge per Resolution #23 7/21/2021 Dated: 2/2/2022
4	\$75.00	621700-100006	<u>LWMC Invoice #206152-</u> 15111 Glade Dr. Unit 12-2G-replaced 10 years old smoke alarm per proposal. Dated: 2/7/2022
5	\$75.00	621700-100006	<u>LWMC Invoice #206601-</u> 15121 Glade Dr. Unit 13-2C-replaced smoke detector on 12/7/2021 per mutual. Dated: 2/7/2022
6	\$692.02	611800-100002	<u>J The Plumber Invoice #000546-</u> 12-2E- Hooked up kitchen sink, garbage disposal, drain pipe, water pipe, dishwasher, and refrigerator. Dated: 1/27/2022
7	\$517.23	611800-100002	<u>J The Plumber Invoice #000555 -</u> 12-1D Hook up kitchen sink, dishwasher, disposal, and icemaker. Dated: 2/3/2022
8	\$84.80	620200-100006	<u>Pet Waste Eliminator Invoice# 43094096</u> Pet waste eliminator bags, 200/RL part recycled material. Dated: 1/26/2022
9	\$595.00	620200-100006	<u>Scott Schumacher Invoice # mutual1412</u> 12 hours prepaid time for web design, consulting and editing for 2022. Dated: 1/18/2022
10	\$704.00	622400	<u>Dynalectric Invoice #41594 -</u> For installing wiring and connections for monitoring phone lines as needed in building 15, needed so new voip monitoring could be completed. Dated: 2/4/2022

Resolution #100, 2/15/2022

(2) Invoice(s) over \$1,000.00 – Upon motion duly made, the Board agreed,

To approve payment of the following invoice(s) **over \$1,000.00:**

1	\$1,385.00	611500	<u>Gloss Mendelsohn ATWA Invoice#391635</u> Progress billing in connection with the audit of the financial statements and related tax return preparation for the year end December 31, 2021.Dated: 2/4/2022
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2	\$1,553.50	611900-100001	<u>RB Rees Broome, PC. Attorney at Law Invoice # 1272104-</u> Professional services rendered through January 2022: bylaw amendments. Dated: 1/31/2022
3	\$2,377.24	621100-100018	<u>Dynalectric Invoice #41688</u> – For annual fire alarm monitoring 1/1/22 to 12/31/22. Dated: 2/3/2022
4	\$1,562.43	621100-100018	<u>Ace Fire Extinguisher Service Invoice#54230-</u> for 3301 N. Leisure World Blvd. For 2022 annual maintenance and tag. ABC extinguisher 6 years maintenance NFPA10 required. Dated: 1/28/2022

Resolution #101, 2/15/2022

(3) General Ledger Adjustment:

-Upon motion duly made, the Board agreed,

To request the Accounting Dept. to make the following General Ledger adjustments:

1. J the Plumber Invoice #527, \$486.00 From GL621000-06 Res #89, 1/18/22
To GL611800-02 Ins. Deductible, Ref “B14-1F”
2. J the Plumber Invoice #513, \$1,136.00 From GL621000-06 Res #90, 1/18/22
To GL611800-02 Ins. Deductible, Ref “B15-AB”
3. Minkoff Co. Invoice #18725, \$8,809.00 From GL620200-06 Res #91, 1/18/22
To GL611800-02 Ins. Deductible, Ref “B15-AB”
4. J the Plumber Invoice #535, \$467.27 From GL621000-06 Res #94, 1/18/22
To GL611800-02 Ins. Deductible, Ref “B15-AB”

Resolution #102, 2/15/2022

(4) Insurance Claim: DeLeon, Marcy

-Upon motion duly made, the Board agreed,

To pay LWMC the amount of \$7,921.58 from GL611800-02 for the insurance claim resulting from a break in a common element [water pipe] at 3511 Forest Edge [B17] #1B DeLeon. A&A Restoration invoices #6098 and 6099.

Resolution #103, 2/15/2022

9. Property Maintenance Report:

1) Project updates: Mutual President, Ms. Viney reported that all the work related to the water damage in building 12 and 15 are nearing completion.

2) Proposal- Compliance signs:

-Upon motion duly made, the Board agreed,

To authorize the President to purchase compliance signs
at a cost not to exceed \$650.00.

Resolution #104, 2/15/2022

3. ABM- Weiss 15-3A

- Upon motion duly made, the Board agreed,

To approve the ABM submitted by Stephen and Ilene P. Weiss from 3500
Forest Edge Dr. Unit 15-3A for creating 36" doorways for wheelchair use.

Resolution #105, 2/15/2022

4. ABM- Moores

- Upon motion duly made, the Board agreed,

To approve the ABM submitted by Jim and Sharon Moores from 1
Vantage Hill Court for new kitchen, upon receiving all documents
requested by the board.

Resolution #106, 2/15/2022

5. Composting as a Mutual: Pending for next board meeting.

10. Open Forum- PPD project manager has the roof proposal received from three vendors. The Board will hold a special meeting on February 28 (time TBD) to review them and choose.

11. Next Meeting – Tuesday, March 15, 2022, at 9:30 a.m. Hybrid

12. Adjournment – The meeting adjourned at 10:55 a.m.

Ruth Hunter, Secretary