



REGULAR MEETING OF THE
BOARD OF DIRECTORS –
COUNCIL OF UNIT OWNERS OF MUTUAL 14
TUESDAY, DECEMBER 20, 2022

Resolution #82-91

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 and via Zoom: 301-715-8592; (ID: 847 2085 0351; Access Code: 672727) on Tuesday, December 20, 2022, at 2:00 p.m.

DIRECTORS PRESENT: Kathy Viney, President; Jim O’Neil, Vice President; Carol Ames, Secretary; Gary Leber, Treasurer; John Loveday, Director, Jane Carona, Director; Walter Faggett, Director

DIRECTORS ABSENT: None

MANAGEMENT: Robert Alonso Chief Financial Officer,
Danesca Pineda, Mutual Assistant

ZOOM VISITORS: Gail Rosenburg, Jessie Fitzpatrick, Ann Dukes,
Roger Blacklow, Julie Gibbons, Jacqueline Rabinow, Lady Bernadette, Laura Wiltz

VISITORS IN SULLIVAN ROOM: Leona O’Reilly, Cathy Madden, Annette Loveday, Rick Kaiser, Kim Brinson, Cindy Wright

1. Call to order – President Viney called the meeting to order at 2:00p.m.
2. Community Report – Mr. Alonso presented the Community report for the month of November 2022.
3. Adoption of Agenda – The agenda was adopted as presented.
4. Approval of Minutes –
 - a. Approval of Minutes of November 15, 2022, Regular Board Meeting– The minutes were approved, as presented.
 - b. Ratify AWM Res #81, Nov 28, 2022.

-Upon motion duly made, the Board agreed,

To ratify its Action Without a Meeting, to accept the Schindler Elevator proposal (JBAA-CLFN7K) to replace the travelling cables in Buildings 11 and 13 at a cost of \$31,500.00,

50% to be paid immediately and the balance upon completion and presentation of an invoice out of Replacement Reserves [GL690000-06].

2. To accept the S&K proposal dated 11/21/22 to clean all roofs & gutters in Mutual 14 at a cost of \$4,775.00 to be paid on presentation of an invoice out of General Maintenance [GL620200-06].

Resolution #81, 11/28/2022

5. LWCC Report - Mr. Roger Blacklow's report was included in the agenda packet for all board members to review.

6. President's Report-

a. Adopt 2023 Budget

-Upon motion duly made, the Board agreed,

After having reviewed and discussed the 2023 Draft Budget and considered comments from owners, the Board agrees to adopt the 2023 Budget as presented.

Resolution #82, 12/20/2022

b. Illegal Park vehicles-Ms. Viney Mutual President expressed that illegal parking is becoming a problem at the mutual lately. Residents, possibly non-residents are parking cars not registered in Leisure World in open lots for indefinite periods of time, contrary to rules. Ms. Viney will write reminders about and share it in the next mutual newsletter The Grapevine.

c. Robocalls- Ms. Viney discover that Robocalls is a lot more than just a voice message, we can also send texts and much more. Ms. Viney will investigate it to find out how to implement depending on resident preferences.

7. Secretary's Report

a. Unit Status Report- report was included in the agenda packet for all board members to review.

b. Building Rep Report: n/a

c. Wiltz letter to Board

-Upon motion duly made, the Board agreed,

NOT to approve gift-giving to resident volunteers for their service.

Resolution #83, 12/20/2022

8. Treasurers Report – Mr. Leber, Treasurer, presented the lists of invoices for approval.

-Upon motion duly made, the Board agreed,

To a pay invoices for services rendered in 2022 received between Dec.21 & Dec.31, 2022 with email approval by the President *and* Treasurer.

Resolution #84, 12/20/2022

a. **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	\$653.35	620300-07	<u>LWMC Invoice #221960-</u> Bldgs. 10-17- Tested emergency lights for the month of October 2022. Found lights at 11-2F through 11-2G only staying on for 4 minutes – purchased and replaced battery. Dated: 11/30/2022
2	\$70.99	621700	<u>LWMC Invoice # 222239-</u> Replaced on hard-wired smoke detector with kiddle12010S hard-wired smoke detector 10 yrs. sealed. Dated: 12/7/2022
3	\$70.99	621700	<u>LWMC Invoice #222177-</u> Replaced on hard-wired smoke detector with kiddle12010S hard-wired smoke detector 10 yrs. sealed. Dated: 12/6/2022
4	\$70.99	621700	<u>LWMC Invoice #222109-</u> Replaced on hard-wired smoke detector with kiddle12010S hard-wired smoke detector 10 yrs. sealed. Dated: 12/2/2022
5	\$905.00	620400-03	<u>Dominion Elevator Inspection Invoice #120955-</u> Annual inspection for building 14/15/16 and 17. Dated: 9/10/2022
6	\$429.00	612500	<u>Reimburse to Kathy Viney-</u> Giant/ Staples Connect: gift cards: Holiday gifts, HP 63 XL black/cmy. Dated: 11/21/2022
7	\$67.84	620200-06	<u>Reimburse to Julie Gibbons-</u> Home Depot: wreath w/bow Dated: 11/25/2022
8	\$89.72	621400-02	<u>Reimburse to Charles Kaiser-</u> Sturdy stake garden stake, plastic twist. Dated: 11/16/2022.
9	172.44	622400	<u>Comcast Invoice/Account #8299420631452177-</u> condo Rossmoor 3511 Forest Edge Dr. Dated: 12/8/2022
10	\$425.00		<u>Dynalectric Invoice #45578-</u> calls from main gate for full alarm at building 15. Concreted work causing dust fund to have set off the 1 st . floor lobby smoke detector. Date
11	\$90.00		<u>LWMC Invoice #222466-</u> 3500 Forest Edge Dr. rehung trash room door that was removed when water pipe bust, reinstalled closer. Dated: 12/13/2022.

Resolution #85, 12/20/2022

(b) 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:

	<u>Amount:</u>	<u>GL Code:</u>	<u>Vendor/Invoice #/ Description/ Inv. Date #:</u>
1	\$4,775.00	620200-06	<u>S&K Roofing Invoice #66949-1122</u> -Clean all loose debris from roof and gutters on all building garage and houses. Dated: 12/7/2022
2	\$1,097.00	621100-18	<u>Dynalectric Invoice #45049</u> – Quarterly sprinkler tamper and flow switch test. Dated: 11/16/2022
3	\$4,967.65	621700	<u>LWMC Invoice #221658</u> - Replaced smoke detectors in building 1-9, Installed kidi 12010sco 10yrs. sealed. 61 units complete. Dated: 11/22/2022
4	\$1,528.85	690000-12	<u>A&A Restoration Invoice# 6347</u> - trash room in 3500 Forest Edge Dr. Dated: 11/28/2022.
5	\$5,041.00	690000-12	<u>Jiffy Plumbing and Heating Inc. Invoice # 0082185</u> – replace the OSY valve for 3510 Forest Edge-arrange inspection with WSSC (passed) and back fill-ed CWO- American Leak Detection invoice (-\$1,200.00). Dated: 1/11/2022
6	\$1, 200.00	690000-12	<u>American Leak Detection Invoice # 00058476</u> - 3500 Forest Edge Dr. Dated: 10/11/2022

Resolution #86, 12/20/2022

c. Insurance Claims:3510 Forest Edge Unit 2D

-Upon motion duly made, the Board agreed,

To approve the payment of \$732.92 to LWMC [Inv.#222449] from GL611800-02 Insurance Deductible for the repair of damages to 3510 Forest Edge Dr. #2D resulting from a toilet leak in unit #3D [Sheets].

Resolution #87, 12/20/2022

-Upon motion duly made, the Board agreed,

To request reimbursement of \$732.92 from the unit owner of 3510 Forest Edge Dr. #3D [Sheets] for repair of damages resulting from a toilet leak --- and to assess the amount against the owner’s account as a continuing obligation until paid.

Resolution #88, 12/20/2022

-Upon motion duly made, the Board agreed,

To un-restrict \$58,260.00 from Contingency Reserves and transfer to operations to cover Insurance Deductible Expenses.

Resolution #89, 12/20/2022

9. Property Maintenance Report:

1. Project Updates- Schindler Elevators- elevator will be out of service for about two weeks.
2. Proposals: Ace Fire Extinguisher service Inc. and Dynalectric:

-Upon motion duly made, the Board agreed,

To approve the Ace Fire Extinguisher Service proposal for the 2023 testing and maintenance of 80 fire extinguishers at an estimated cost of \$998.53 not to exceed \$2,500.

Resolution #90, 12/20/2022

-Upon motion duly made, the Board agreed,

To approve the Dynalectric Fire Alarm Testing proposal for an annual tamper/flow switch test @ \$3,741 and three quarterly tamper/flow switch tests @ \$1,121 each [a total of \$7,104 per year] for the calendar years 2023 and 2024.

Resolution #91, 12/20/2022

10. Landscape Report: Mr. O'Neil will work on center island near buildings 11 & 16 and get a proposal.

11. Open Forum: Ms. Kim Brinson asked about electric vehicle charging stations, Ms. Viney

said nothing has been decided for our Mutual yet and requested those interested in being on the investigative committee to please contact her.

-Ms. Jacqueline Rabinow asked if there is any way Ms. Viney can use the license number for illegal cars parking in the lot to find out who it belongs to. Ms. Viney said they are not registered with LW and we have no way to access state records to trace license plates.

-Ms. Rabinow expressed that she was on the board serving the mutual for about 20 years and when resident retire from the board it would be nice to give them a thank you for their service certificate.

-Mr. Rick Kaiser, expressed concern about guess passes for visitors parking for too long. Ms. Viney explained to him the visitor passes are for 14 day and she will write reminders about it in the Grapevine newsletter.

-Ms. Cathy Madden asked about power washing of plaza home siding. Ms. Viney informed her that is on schedule.

12. Next Meeting – January 17, 2022, at 2:00 p.m. using the Hybrid format.

13. Adjournment – The meeting adjourned at 4:05p.m.

Carol Ames, Secretary