



REGULAR MEETING OF THE
BOARD OF DIRECTORS –
COUNCIL OF UNIT OWNERS OF MUTUAL 14
TUESDAY, MAY 16, 2023

Resolution #8-16

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: 862-9527-1805; Access Code: 500040 on Tuesday, May 16, 2023, at 2:00 p.m.

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

DIRECTORS ABSENT: Jane Carona, Director; Walter Faggett, Director

MANAGEMENT: Robert Brunelle, Senior Property Manager
Danesca Pineda, Mutual Assistant

ZOOM VISITORS: Roger Blacklow, Jacqueline Butler, Earl Armstrong,
Cindy Wright, Maureen DeSouza, Tom Fisher & Jenise Bobo, Lew & Sheila Becker.

VISITORS IN SULLIVAN ROOM: Annette Loveday, Jessie Fitzpatrick, Bobbie Palmer, Julie Gibbons, Cathy Madden, Leona O’Reilly, Steve Hatos and Rick Kaiser.

1. Call to order – President Viney called the meeting to order at 2:03p.m.
2. Community Report – The community report was included in the board packet for their review. Mr. Brunelle answered all questions addressed.
3. Adoption of Agenda – The agenda was adopted as presented.
4. Approval of Minutes –
 - a. Approval of Minutes of April 18, 2023, Regular Board Meeting– The minutes were approved, as amended.
 - b. Approval of the Annual Meeting minutes-

-Upon motion duly made, the Board agreed,

To approve the minutes of the April 27, 2023, Annual Meeting.

Resolution #8, 5/16/2023

5. LWCC Report - The report was included in the agenda packet for all board members to review.

6. President's Report-

-Upon motion duly made, the Board agreed,

To approve Crystal Castillo and Elizabeth Schultz as additional authorized signatories on our Morgan Stanley Reserve investment account.

Resolution #9, 5/16/2023

-Upon motion duly made, the Board agreed,

To send the proposed draft rules for charging electric vehicles to unit owners for comment.

Resolution #10, 5/16/2023

7. Secretary's Report - The Board agrees to attach the treasurer's report to the minutes.

-Upon motion duly made, the Board agreed,

To attach the treasurer's report to the minutes.

Resolution #11, 5/16/2023

- a. Unit Status Report- The unit status report was included in the agenda packet for all board members to review.
 - b. Building Rep Report: Moving forward, Ms. Jessie Fitzpatrick will be the liaison for this committee.
8. Treasurers Report – Mr. Leber-Treasurer- presented the lists of invoices for approval.

a. April/May 2023 Invoices:

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	\$224-19	620200-06	<u>LWMC Invoice #227458-</u> B.14-3501 Forest Edge Dr. Glued and nailed back the shingles were loose. Dated: 3/28/2023
2	\$310.50	620200-06	<u>LWMC Invoice #228939-</u> Turned off heater at breaker and checked window units for proper operation. Bldgs. 12-13 were not cooling and also had dirty coils. Dated: 4/28/2023

3	\$245.76	621000-06	LWMC Invoice #229360- Used a k-50 machine 5/8 cable and went 40ft and to open the main kitchen sink drain. 3511 Forest Edge Dr. 17-1G. Dated: 5/9/2023
4	\$913.65	620300-07	LWMC Invoice #22432- Bldgs. 10-17 Tested emergency lights for the month of December 2022. All okay in building 11,12,13,15,16; building 10 replaced one burnt head between units 3A and 3B, building 17-lights lasted 90 minutes except for lights between 3C and 3F and 3 rd floor stairwell-purchased and installed 12v 35amp hr. battery in electric room. Dated: 1/25/2023
5	\$77.37	612500	Reimburse to Kathy Viney - Staples Connect: materials for mutual 14 usage, printer ink.: Dated:4/25/2023
6	\$290.00	621400-02	McFall and Berry Invoice #220657- remove existing straw, then regrade between bldgs. 15 and 16 with ½ cu yd of topsoil. Seed area & apply curlex as needed. Dated: 4/18/2023

Resolution #12, 5/16/2023

(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:**

	<u>Amount:</u>	<u>GL Code:</u>	<u>Vendor/Invoice #/ Description/ Inv. Date #:</u>
1	\$2,400.00	611500	Gross Mendelsohn Invoice # 405139- Progress billing in connection with the audit of the financial statement and related tax return preparation for the year ended December 31,2022. Dated: 4/30/2023.
2	\$1,368.00	690000-01	McFall and Berry Invoice #221087- Early Spring- provide 1 application of Fiesta. Dated: 5/9/2023.
3	\$2,250.00	620200-07	ETC Invoice #23-40823- professional Engineering services provided: site visit on April 29, 2023, to inspect floor deflection and issuance of email summary. Dated: 5/12/2023.

Resolution #13, 5/16/2023

3. Insurance Claim-Or 15101 Glade Dr. 10-B

-Upon motion duly made, the Board agreed,

To approve the payment of \$3,559.16 to LWMC from GL611800-02 Insurance Deductible for the mitigation and repair of damages resulting from water overflow at 15101 Glade Drive, Bldg.10, #3B [Or].

Resolution #14, 5/16/2023

-Upon motion duly made, the Board agreed, (Majority approved, John Loveday against)-

To request reimbursement from the unit owner of 15101 Glade Drive, Bldg.10, #3B [Or] in the amount of \$3,559.16 for mitigation and repair of damages resulting from water overflow --- and to assess the amount against the owner's account as a continuing obligation until paid,

Resolution #15, 5/16/2023

9. Property Maintenance Report:

A. Project Updates

B. Balcony Ceiling- information attached for all board members to review.

C. ABM-14-3E- Bobo

-Upon motion duly made, the Board agreed,

To approve the ABM submitted by Bobo at 3501 Forest Edge Dr. 14-3E-for lighting/Electrical.

Resolution #16, 5/16/2023

10. Landscape Report: Mr. O'Neil- the landscape committee have done two walks around the Mutual and will get proposals soon from McFall and Berry.

11. Open Forum: -Time was provided for residents/unit owners to discuss items not on the Agenda.

12. Next Meeting – June 20, 2023, at 2:00 p.m. using the Hybrid format.

13. Adjournment – The meeting adjourned at 3:47pm.

Gary Leber, Secretary

Mutual 14
Treasurers Report and
Financial Statement Review

Statement Date: 31-Mar-23

Total Annual Assessment: 2,285,544

Total Cash Balance

3/31/2023 1,604,452

Total Cash Historical Perspective

3/31/2023 1,604,452

6/30/2023

9/30/2023

12/31/2022

YTD Income vs. Expense

Total Income to Date : \$566,389

Total Operating Expenses to Date: \$606,024

YTD Net Income (Loss) **(\$39,635)**

Delinquencies

3/16/2023 Total Delinquencies with percent of Assessments at: 0.74% \$16,837

Delinquency Historical Perspective

Total Delinquencies 3/16/2023 \$16,837

Total Delinquencies 6/16/2023

Total Delinquencies 9/16/2023

Total Delinquencies 12/16/2023

Investments

Money is held in :

1	Checking Account		\$32,648
1	Non Allocated Money Market	2.20%	\$109,240
5	Money Market Accounts with an average Interest of:	1.07%	\$500,747
5	Certificates of Deposit with an average interest of :	1.87%	\$518,924
4	T-Notes with an average interest of :	4.32%	\$428,807

Cash

Current Operating Cash \$141,888

Current Replacement Reserve \$1,462,564

Operating Cash

	Suggested	Actual	Difference
2 Months:	\$380,924.00	\$141,888	-\$239,036.00
15%	\$342,831.60	\$141,888	-\$200,943.60