



REGULAR MEETING OF THE  
BOARD OF DIRECTORS –  
COUNCIL OF UNIT OWNERS OF MUTUAL 14

TUESDAY APRIL 21, 2026

**Resolution #99-108**

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 Meeting Room A and via Zoom: 301-715-8592; (ID: 862-9527-1805; Access Code: 500040 on Tuesday, April 21, 2026, at 2:00 p.m.

DIRECTORS PRESENT: Kathy Viney, President; Boris De Souza, Vice President; John Loveday, Treasurer/Secretary; Annette Loveday-Assistant Secretary. Directors: Jane Carona and Stephen Hatos.

DIRECTORS ABSENT: None

MANAGEMENT: Perla Alvarez, Property Manager and Danesca Pineda, Administrative Coordinator

ZOOM VISITORS: Cathy Madden, Leona O’Reilly, Martha Perarlta, Sam Kadushin, and Carol Ames,

VISITORS in person: Roger Blacklow, Julie Gibbons, Nancy Cameron, Lynette Simpson, and Sheila Becker

1. **Call to order** – President Viney called the meeting to order at 2:00 pm
2. **Adoption of Agenda** – The agenda was adopted as presented.
3. **Approval of Minutes** – The March 17, 2026, regular Board minutes were approved as presented.
4. **President’s Comments**-None
5. **Finance-Action Item**
  - a. Ms. Loveday presented the list of invoices for approval.  
Invoices **under \$1,000-** for approval-

	<b><u>Amount:</u></b>	<b><u>GL Code:</u></b>	<b><u>Vendor/Invoice #/ Description/ Inv. Date #:</u></b>
1	<b>\$209.83</b>	<b>7570</b>	<b><u>LWMC Invoice #275084-</u></b> B. 14 replace fixture next to unit 3F. dated: 3/30/2026
2	<b>\$166.31</b>	7520	<b><u>LWMC Invoice #275082-</u></b> B. 17 replace 2 tubes ballast. Dated: 3/30/2026

3	<b>\$238.00</b>	7690	<b><u>LWMC Invoice #275078</u></b> - B. 10-17 test emergency lights for the month of March 2026. Dated: 3/30/2026
4	<b>\$238.00</b>	<b>7690</b>	<b><u>LWMC Invoice #274561</u></b> - 15111 Glade Dr. 12-2C kitchen drain 60 ft. Dated: 3/23/2026
5	<b>\$198.00</b>	7690	<b><u>J the Plumber Invoice #002043</u></b> - 3500 Forest Edge 1F replaced drain down valve for rear hose bib. Dated: 3/31/2026
6	<b>\$250.00</b>	6450	<b><u>RB Rees Broome, Invoice #1540433</u></b> - Professional services rendered through March 31, 2026-Collection.
7	<b>\$170.00</b>	7570	<b><u>LWMC Invoice #275527</u></b> - Secured the exits signs that were hanging in B. 10,11,13 exit lights. Dated: 4/10/2026
8	<b>\$114.47</b>	6585	<b><u>Reimburse to Kathy Viney</u></b> -15101 Glade Dr. 1B- purchased paper/ black ink. Dated: 4/9/2026
9	<b>\$417.00</b>	8150	<b><u>Dynalectric Invoice #</u></b> sprinkler system in B.12

**Resolution #100 4/21/2026**

b. Invoices **over \$1,000**- for approval -

	<b><u>Amount:</u></b>	<b><u>GL Code:</u></b>	<b><u>Vendor/Invoice #/ Description/ Inv. Date #:</u></b>
1	<b>\$1,390.00</b>	7690	<b><u>J the Plumber Invoice #002052</u></b> -Building 16-1A- ran jet machine from roof down the laundry and kitchen tier drain. Dated: 4/9/2026
2	<b>\$2,565.57</b>	7510	<b><u>Action Elevator Invoice #11647-D3C2</u></b> - Building 10-17 preventive maintenance monthly billing for March. Dated: 3/1/2026
3	<b>\$2,565.57</b>	7510	<b><u>Action Elevator Invoice #12214-Z0T5</u></b> - Building 10-17 preventive maintenance monthly billing for April. Dated: 3/1/2026
4	<b>\$4,012.95</b>	7690	<b><u>Magnolia Invoice #512846</u></b> - 3510 Forest Edge Dr. install new backflow, tested backflow. Dated: 3/2/2026

**Resolution #101 4/21/2026**

-Upon motion duly made, the Board agreed,

To approve invoice(s) submitted by **S&K Roofing** for extra plywood and incidentals in connection with the roof replacement of Buildings 11 [Res #85, 1/20/26] & Building 16 [Res #86, 1/2026], payable from Replacement Reserves [GL8110 Roofing].

**Resolution #102 4/21/2026**

-Upon motion duly made, the Board agreed,

To approve payment of recurring invoices from **Action Elevator** for monthly maintenance within the five-year contract period.

**Resolution #103 4/21/2026**

c. Insurance Claim- (if any)-none

6. **Property Management-**

a. Property Manager report-

b. Proposals-(if any)-

1. McFall and Berry proposal #21345

-Upon motion duly made, the Board agreed,

To approve the **McFall & Berry** proposal #21345 to remove the Spruce tree and stump at 15119 Vantage Hill Rd. and to repair lawn by installing sod at a cost of \$842.00 to be paid on completion and presentation of an invoice from Landscaping [GL7620].

**Resolution #104 4/21/2026**

2. S&K Roofing proposal

-Upon motion duly made, the Board agreed,

To approve the **S&K Roofing** proposal for the replacement of vinyl siding on the vented gables above the roofs in Buildings 10-17 at a cost of \$47,616.00, to be paid on completion and presentation of an invoice from Replacement Reserves [GL8110 Roofing].

**Resolution #105 4/21/2026**

3. J The Plumber proposal

-Upon motion duly made, the Board agreed,

To approve **J the Plumber** proposal #001576 of 3/31/2026 for snaking all 2" and 3" stack vents from the roof in Buildings 10-17 at a cost of \$15,280.00, to be paid on completion and presentation of an invoice from operating funds [GL7690].

**Resolution #106 4/21/2026**

4.BMS proposal

– Upon motion duly made, the Board agreed,

To approve the **Byram Metering Solutions** proposal #1174 dated 10/16/2025 for the installation of electric submeters in 25 patio homes and 8 apartment buildings (each including 21 units, common areas, and elevators) at a total cost of \$171,622.50. Deposit of \$80,000.00 due on June 5, 2026, and the balance 30 days after completion and

presentation of invoice, to be paid from Contingency Reserves [GL8150 Submeters].

**Resolution #107 4/21/2026**

5. Ratify AWM Res#99 3/25/2026

– Upon motion duly made, the Board agreed,

To ratify AWM Res# 99 to approve **McFall & Berry** proposals #21155 for \$11,980.18, #21158 for \$465.31, and #21159 for \$1,238.74 for landscape improvements and plantings. Payment upon completion and presentation of invoices from GL621400-02.

**Resolution #99 3/25/2026**

6. DL Carpentry Proposal

– Upon motion duly made, the Board agreed,

To approve the proposal from **DL Carpentry** to inspect all apartment buildings' vents for bird nests at a cost of \$2,000.00 or \$125.00 per vent, to be paid on completion and presentation of invoice from General Maintenance GL7570.

**Resolution #108 4/21/2026**

c. ABM's (if any)-None

7. **Other Business**- Windows covering violation-Mutual president reminded residents about the Mutual rules for window covering.
8. **Correspondences**: n/a
9. **Reports**-
10. **Open Forum**- -Time was provided for members to discuss items included and not on the agenda.
11. **Next Meeting**- **May 19, 2026, at 2:00 p.m.**  
**Annual Meeting April 23, 2026 at 3:00pm**
12. **Adjournment** – The meeting adjourned at: 3:05pm

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John Loveday, Secretary