



REGULAR MEETING OF THE
BOARD OF DIRECTORS –
COUNCIL OF UNIT OWNERS OF MUTUAL 14
TUESDAY, DICEMBER 17, 2024

Resolution #93-108

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, Dec 17, 2024, at 2:00 p.m.

DIRECTORS PRESENT: Kathy Viney, President; Jim O’Neil, Vice President, John Loveday, Treasurer/Secretary, Jane Carona, Director and Leona O’Reilly, Director.

DIRECTORS ABSENT: None

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

ZOOM VISITORS: Carol Ames, Stephen Hatos, Sharman Dupree, and Samuel Kadushin

VISITORS IN SULLIVAN ROOM, Annette Loveday, Cathy Madden, Roger Blacklow, Jessica Chuang, Sharon Moores, Tim Emerson

1. **Call to order** – President Viney called the meeting to order at 2:01 pm
2. **Adoption of Agenda** – The agenda was adopted as presented.
3. **Approval of Minutes** – The Nov 17, 2024, regular Board minutes were approved as presented.
4. **Finance-Action Item**
 - a. Invoices under \$1,000- Mrs. Loveday assistant Treasurer/Secretary presented the list of invoices under \$1,000 for approval.

– 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	\$962.50	611900-100001	<u>Rees Broome PC Attorney at Law Invoice #1445435-</u> for professional services rendered through Nov 30, 2024.
2	\$59.50	611900-100002	<u>Rees Broome PC Attorney at Law Invoice #1444890-</u> for professional services rendered through Nov 30, 2024.
3	\$650.00	620200-100006	<u>DL Carpentry Invoice #62962922-</u> 15101 Glade Dr. 3G-balcony: sand and railing woods top and bottom and paint it. Dated: 9/18/2024
4	\$122.50	620300-100007	<u>LWMC Invoice # 254723-</u> M14 removed old, faded stop sign and replaced with new. Dated: 1/29/2024.
5	\$85.00	620300-100007	<u>LWMC Invoice #254237-</u> checked the exit sign, found screw lose, fixed the screws. Dated: 11/20/2024.
6	\$284.00	620200-100006	<u>LWMC Invoice #254448-</u> Building 10-17 checked all common areas heaters, they are all working. Tested trash room heaters and they all work. Dated: 11/25/24
7	\$143.44	620300-100007	<u>LWMC Invoice #254462-</u> ceiling lights entrance to building 17, found cover and put them up. Dated: 11/25/2024.
8	\$198.00	620300-100007	<u>LWMC Invoice #254236-</u> Building 10-17 test emergency lights for the month of Nov 2024. Dated: 11/20/2024.
9	\$132.00	620200-100006	<u>LWMC Invoice #250793- Change to Mutual responsibility</u> 15101 Glade Dr. unit 10-1G-isnpected 3G toilet flushed several times. 2G ceiling is dry, found no leak. Dated: 09/06/2024.
10	\$80.74	620200-100006	<u>Reimbursement to Kathy Viney 15101 Glade Dr. 1B-</u> Home Depot bucket for ice melt. Dated: 11/27/24
11	\$600.00	612500	<u>Reimbursement to Kathy Viney 15101 Glade Dr. 1B-</u> Year-end bonuses 2024. Dated: 11/27/2024.
12	\$204.86	620200-100006	<u>Reimbursement to Mary Julie Gibbons 3500 Forest Edge Dr 15-2A-</u> Purchased of x-mas wreaths. Dated: 11/26/2024.
13	\$504.00	621400-100002	<u>McFall and Berry Invoice #230988-</u> M14 watering per occurrence T&M. Dated: 11/15/2024.
14	\$955.00	620200-100006	<u>Marafatsos and Son Invoice #4487-s-</u> Partial payment for extra: remove and replaced failed under growing and influencing pipe services one downspout and influencing failure of retaining wall. Dated:12/12/2024. The other portion was paid by Res#89 11/19/2024.

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- b. Invoices **over \$1,000**- for approval – None
- c. Insurance Claim-
 - i. Insurance close-out 15100 Glade Dr. 2A-

– Upon motion duly made, the Board agreed,

To approve the payment of \$1,278.62 to LWMC from GL611800-02 Insurance Deductible for the mitigation and repair of damages resulting from a shower overflow at 15100 Glade Drive, Bldg.11, #2A [A. Garcia].

Resolution #94 12/17/2024

– Upon motion duly made, the Board agreed,

To request reimbursement from the unit owner of 15100 Glade Drive, Bldg.11, #2A [A. Garcia] in the amount of \$1,278.62 for mitigation and repair of damages resulting from a shower overflow --- and to assess the amount against the owner’s account as a continuing obligation until paid.

Resolution #95 12/17/2024

- ii. Rescind Resolution #86 11/18/2024.

– Upon motion duly made, the Board agreed,

To rescind Resolution #86 dated 11/18/24, reversing a request for reimbursement from the owner of 15111 Glade Dr. #3E [Lai].

Resolution #96 12/17/2024

- d. Collection agreement:
 - i.15101 Glade Dr. #3B:

– Upon motion duly made, the Board agreed,

To accept the proposed repayment plan by the owner of 15101 Glade Dr. #3B, to pay an extra \$1,000.00 per month until delinquencies are extinguished.

Resolution #97 12/17/2024

- ii. 3510 Forest Edge Dr. 2G:

– Upon motion duly made, the Board agreed,

To accept the proposed repayment plan by the owner of 3510 Forest Edge Dr. #2G, to repay the amount owed in full by the end of January 2025.

Resolution #98 12/17/2024

- e. Payment of 2024 invoices:

– Upon motion duly made, the Board agreed,

To send invoices under \$1,000, received between Dec.17-31, directly to Accounting Dept. for payment, and invoices over \$1,000, received between Dec. 17-31, to Accounting with email approval for payment by the mutual Treasurer & President. Any

such invoices are to be recorded in the January 2025 Board packet.

Resolution #99 12/17/2024

5. **Property Management-**

a. Updates: Work Chart- the Property Manager's work chart was included in the agenda packet for all board members to review and ask any questions.

i. Outstanding maintenance projects for 2024.

ii. Enclosures

iii. S&K updates B.13 and 14 roofs.

b. Proposals-

– Upon motion duly made, the Board agreed,

To approve the proposal from **Dynalectric** to provide 2025 and 2026 Fire Alarm testing and Fire Extinguisher annual inspections at a cost of \$9,932.00 each year, to be paid on presentation of invoices from GL621100-18.

Resolution #100 12/17/2024

– Upon motion duly made, the Board agreed,

To approve proposal #15209 from **McFall & Berry** to remove Cypresses, irises, etc. and repair with sod at a cost not to exceed \$5,993.20, to be paid on presentation of an invoice from GL621400-02.

Resolution #101 12/17/2024

– Upon motion duly made, the Board agreed,

To approve the proposal from **McFall & Berry** to provide 2025 lawn treatments at a cost of \$7,146.00, to be paid on presentation of invoices.

Resolution #102 12/17/2024

– Upon motion duly made, the Board agreed,

To authorize the **Physical Properties Dept.** to perform routine maintenance in 2025 [emergency lighting testing, heat on/off in apt. buildings, and inspecting catch basins and storm drains and clearing as needed] payment on presentation of invoices.

Resolution #103 12/17/2024

– Upon motion duly made, the Board agreed,

To approve to waive the late fee for 3510 Forest Edge Drive #16-3B.

Resolution #104 12/17/2024

c. ABM- 's:

– Upon motion duly made, the Board agreed,

To approve the ABM submitted by 3500 Forest Edge Dr. 15-3C (Emerson) for lighting/electrical, handrail, Florida room/addition, or enclosure.

Resolution #105 12/17/2024

– Upon motion duly made, the Board agreed,

To approve the ABM submitted by 3510 Forest Edge Dr. 3D (Sheets) for patio door.

Resolution #106 12/17/2024

– Upon motion duly made, the Board agreed,

To approve the ABM submitted by 3510 Forest Edge Dr. 1A (Orr-Fisher) for Florida room enclosure.

Resolution #107 12/17/2024

6. **Other Business**- none

– Upon motion duly made, the Board agreed,

To waive the Rental Restriction rule for the owner of Bldg.15-3F to allow a non-owner non-family member to reside in the unit. **Unanimous NO.**

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7. **Correspondence**- none

8. **Reports**-

- a. LW Community Report- The report was included in the agenda packet for all board member to review and ask any questions during the meeting.
- b. Unit Status Report- The unit status report was included in the agenda packet for all board members to review.
- c. Government Affair Committee: Roger Blacklow shared some information from his last meeting.

9. **Open Forum**- Time was provided for members to discuss items included and not on the agenda.

10. **Next Meeting** – January 21, 2025, at 2:00 p.m. using the Hybrid form.

11. **Adjournment** – The meeting adjourned at 3:23 pm

John Loveday, Secretary