



# LEISURE WORLD OF MARYLAND

## REGULAR MEETING OF THE BOARD OF DIRECTORS – COUNCIL OF UNIT OWNERS OF MUTUAL 14 TUESDAY, JANUARY 21, 2025

### Resolution #109-112

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, Jan 21, 2025, at 2:00 p.m.

DIRECTORS PRESENT: Kathy Viney, President; Jim O’Neil, Vice President, John Loveday, Treasurer/Secretary (via zoom), and Leona O’Reilly, Director.

DIRECTORS ABSENT: Jane Carona

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

ZOOM VISITORS: Ann Dukes, Julie Gibbons, Carol Ames, Stephen Hatos, Richard Peppin, Linda O’Neil, and Maureen DeSouza

VISITORS IN SULLIVAN ROOM: Sharman Dupree, Beth Leanza, Cathy Madden

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 Dec 17, 2024, regular Board minutes were approved as presented.
4. **Finance-Action Item**
  - a. Invoices under \$1,000- Ms. Viney, mutual president, 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:**

|   | <b><u>Amount:</u></b> | <b><u>GL Code:</u></b> | <b><u>Vendor/Invoice #/ Description/ Inv. Date #:</u></b>   |
|---|-----------------------|------------------------|---|
| 1 | <b>\$487.50</b>       | 611900-100001          | <b><u>RB Reeds Broome, PC Attorneys at Law Invoice #1450244-</u></b> for professional services rendered through Dec 21, 2024, for Bylaw review.                   |
| 2 | <b>\$598.00</b>       | 611900-100002          | <b><u>RB Reeds Broome, PC Attorneys at Law Invoice #1450069-</u></b> DMH-prepare and complete collection debtor status report and send to appropriate association |

|   |                 |               |  |
|---|-----------------|---------------|--|
|   |                 |               | representative. Dated: 12/31/2022.   |
| 3 | <b>\$690.00</b> | 621100-100018 | <b><u>Dynalectric Invoice #56862-</u></b> call from Main Gate security on 11/30/2024 for trouble on panel in building 17, found panel and dialer to be normal. Checked monitoring account and found that comm failures had been experienced multiple days in a row prior, due to communication failures. Dated: 1/13/2025. |

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- b. Invoices **over \$1,000-** for approval – None  
c. Invoices paid at the end of December 2024.

|   | <b><u>Amount:</u></b> | <b><u>GL Code:</u></b> | <b><u>Vendor/Invoice #/ Description/ Inv. Date #:</u></b>  |
|---|-----------------------|------------------------|--|
| 1 | <b>\$99.00</b>        | 620300-100007          | <b><u>LWMC Invoice #252103-</u></b> test emergency lights for September 2024. Dated: 1/3/2024-PAID   |
| 2 | <b>\$102.99</b>       | 621000-100006          | <b><u>LWMC Invoice #248235-</u></b> Building 10 condensate: check unit 1A and found the condensate drain was backed up from the main for that tier. Dated: 7/8/2024- PAID    |
| 3 | <b>\$66.00</b>        | 620300-100007          | <b><u>LWMC Invoice #254126-</u></b> Building 11 outlet in the hallway not working. Dated: 11/15/2024-PAID  |
| 4 | <b>\$1072.58</b>      | 620200-100006          | <b><u>LWMC Reimbursement to PA cc-</u></b> expense for the carpets-no parking any time sign, carpet mat. Dated: 9/27/2024.PAID   |
| 5 | <b>\$1032.81</b>      | 620400-100002          | <b><u>Schindler Elevator Invoice #7154083518-</u></b> Service call on 15101 Glade Dr. elevator out of service, will not start after brief entrapment. Dated: 12/22/2024-PAID |

**Resolution #99 12/17/2024**

- d. Insurance Claim- none  
e. 2025 Spending Authorizations:  
– Upon motion duly made, the Board agreed,

To authorize the **President** to incur expenses on behalf of Mutual 14 at his/her discretion, spending not to exceed a total of \$1,500 per month. This resolution is valid only for one calendar year.

**Resolution #110 1/21/2025**

- Upon motion duly made, the Board agreed,

To authorize our **Property Manager** to incur expenses on behalf of Mutual 14 at his/her discretion, spending not to exceed a total of \$2,500 per month. Expenses above that

amount must be approved by a Resolution of the Board of Directors at their regular monthly meeting or by an Action Without a Meeting. These limitations shall not apply to emergency events as defined in the M&O Agreement. This Resolution is valid only for one calendar year.

**Resolution #111 1/21/2025**

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- Fire alarm/elevator telephone lines
  - ii. Enclosures
  - iii. Parking Violations-letters sent
- b. Proposals- (if any)-none
- c. ABMs: (if any)-none

6. **Other Business-**

- . Confirm building representative:
- Upon motion duly made, the Board agreed,  
To approve the following residents to the Building Rep Committee for 2025: Maria Cruz [B11], Beth Leanza [B12], Sheila Becker & Rich Peppin [B14], Julie Gibbons [B15], and Kim Brinson [B16].

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- . Bylaw amendments: Ms. Viney shared this information with residents attending the meeting.
- . Snow Relocation request: The board decided not to take on this request.
- . Annual Meeting is scheduled for April 24, 2025, in the Montgomery room Club House 1 at 3pm

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. STAC meeting report- was included in the agenda packet for all board members to review.

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

10. **Next Meeting** – February 18, 2025, at 2:00 p.m. using the Hybrid form.

11. **Adjournment** – The meeting adjourned at 3:30 pm

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John Loveday, Secretary