



REGULAR MEETING OF THE  
BOARD OF DIRECTORS –  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
TUESDAY, MARCH 19, 2024

**Resolution #112-116**

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, March 19, 2024, at 2:00 p.m.

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

DIRECTORS ABSENT: Walter Faggett, Director: Carol Ames, Director

MANAGEMENT: Perla Alvarez, Property Manager; Danesca Pineda, Administrator Coordinator

ZOOM VISITORS: Julie Gibbons, Lynelle Simpson, Kathy Cox, Maxine Hooker, Maureen DeSouza

VISITORS IN SULLIVAN ROOM: Cathy Madden, Leona O’Reilly, Annette Loveday, Stephen Hatos, Bob Moss, Beth Leanza, Jackie Butler, and Sharmen Dupree

1. Call to order – President Viney called the meeting to order at 2:00pm
2. Adoption of Agenda – The agenda was adopted as presented.
3. Approval of Minutes –
  - a. Approval of Minutes of February 20, 2024, Regular Board Meeting– The minutes were approved, as presented.
4. Finance-Action Items:
  - a. Financial statement- (Attachment, if any)
  - b. Invoices under \$1,000- Mr. Leber 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	\$85.00	620200-06	<b><u>LWMC Invoice #243212-</u></b> Reinstalled broken exit sign over at 3 <sup>rd</sup> floor corner of B. 11. Dated: 3/1/2024
2	\$85.00	620200-06	<b><u>LWMC Invoice #243330-</u></b> Reattached the downspout that had fallen away from the gutter on the roof of 15111 Glade dr. B. 12 Atrium on the A side. Dated: 3/5/2024
3	\$903.25	620200-06	<b><u>LWMC Invoice #243093-</u></b> Tested all the emergency lights in B.10-17 replaced 2 emergency boards, one in b.13 and one in b. 14. Dated: 2/28/2024.
4	\$119.40	612500	<b><u>Tiger Technologies Invoice #675368-</u></b> Mutual 14 domain name renewal, email hosting-March 15-2024-March 14,2025. Dated: 3/2/2024.
5	\$85.00	620200-06	<b><u>LWMC Invoice #243651-</u></b> Re-secure two exit sign lights onto wall one in B. 12 on the A side and the other sign in B. 13 on the G side. Dated: 3/13/2024.

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c. Invoices over \$1,000- Mr. Leber presented the list of invoices over \$1,000 for Approval.

– 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	\$2,524.22	621100-18	<b><u>Dynalectric Invoice #52246-</u></b> Annual fire alarm monitoring 1/1/24-13/21/24. Dated: 3/12/2024

**Resolution #113 3/19/2024**

d. Insurance Claims, Liens, etc. (if any)

e. Ratify AWM Res #111 March 3, 2024

– Upon motion duly made, the Board agreed,

To ratify the Action Without a Meeting of March 4, 2024, agreeing to pay \$12,329.12 to MOCO Dept. of Permitting Services for fire code compliance permits from GL621100-18 Fire & Security.

**Resolution #111 3/4/2024**

5. Property Management

a. Action Items –

i. Proposal- J the Plumber-

– Upon motion duly made, the Board agreed,

To approve proposal #001492 from J the Plumber for the annual vent snaking in all apartment buildings in the amount of \$13,680.00, to be paid on completion and

presentation of an invoice from GL621000-06.

**Resolution #114 3/19/2024**

- Upon motion duly made, the Board agreed,  
To agree to the proposal from Regional Pest Management for termite treatment at 3500 Forest Edge Dr. #1A, \$1,598.00 to be paid on completion from GL620200-06.

**Resolution #115 3/19/2024**

- b. ABM's- Aleksiewicz 15101 Glade Dr. 10-3G
- Upon motion duly made, the Board agreed,  
To approve the ABM submitted by Aleksiewicz 15101 Glade Dr. 10-3G for HVAC and duct work.

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- c. Property updates:
  - i. Violation letters were sent out to a few residents for storage and balconies.
  - ii. Trash room in B.12 work is pending/progress.
- 6. Other Business- Annual Meeting will be held on Thursday April 25, 2024.  
-Ms. Ellen Goldman will be moving out of M14 in about a month, Sharmen Dupree will be collecting the Newsletters from MA every month starting in April 2024. Ms. Marcia Aleksiewicz will help with the distribution of the newsletters to the residents.
- 7. Correspondence- None
- 8. Reports-
  - a. LW Community Report-The same as last month (February 2024).
  - b. Unit Status Report- The unit status report was included in the agenda packet for all board members to review.
  - c. Bldg. Rep. Report- (If any)-
  - d. Other (if any)-Mr. Roger Blacklow report was included in the agenda packet for all board members to review.
- 9. Open Forum- -Time was provided for members to discuss items not on the agenda.
- 10. Next Meeting – April 16, 2024, at 2:00 p.m. using the Hybrid form Annual Meeting April 25, 2024 at 3:00 p.m. in Montgomery Room Club House 1.
- 11. Adjournment – The meeting adjourned at 3:00 pm

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Gary Leber, Secretary