



REGULAR MEETING OF THE  
BOARD OF DIRECTORS –  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
TUESDAY, MAY 21, 2024

**Resolution #6-17**

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 21, 2024, at 2:00 p.m.

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

DIRECTORS ABSENT: Walter Faggett, Director

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

ZOOM VISITORS: Julie Gibbons, Sherrie Beth Frieman, Lynelle Simpson, Pauline Bowen, Jessie Fitzpatrick, Michelle

VISITORS IN SULLIVAN ROOM: Cathy Madden, Leona O’Reilly, Annette Loveday, Stephen Hatos, Mary Lamb, Cindy Wright, Laura Johnson, and Patty Arias.

1. Call to order – President Viney called the meeting to order at 2:01pm
2. Adoption of Agenda – The agenda was adopted as presented.
3. Approval of Minutes –
  - a. Approval of Minutes of April 16, 2024, Regular Board Meeting– The minutes were approved, as presented
4. Approval of Minutes of April 25, 2024, Annual meeting- The minutes were approved, as presented
5. Finance-Action Items:
  - . Financial statement- (Attachment, if any)
  - . 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	\$235.00	611900-100001	<b><u>RB Rees Broome, PC Invoice #1408133-</u></b> For professional services rendered thought April 30, 2024. Dated: 4/30/2024
2	\$418.00	621000-100006	<b><u>J The Plumber Invoice #001358-</u></b> Replaced hose bib at rear of building. The old hose bib had a broken stem. Dated: 5/7/2024.
3	\$85.00	620200-100006	<b><u>LWMC Invoice # 245506-</u></b> Closed and hooked hatch opening near unit 3A in 15111 Glade Dr. Dated: 4/30/2024.
4	\$144.07	620300-100007	<b><u>LWMC Invoice #245271-</u></b> Rebuild light fixture in front of unit 1F Building 10 with new socket converted to LED. Dated: 4/25/2024.
5	\$350.00	620200-100006	<b><u>DL Carpentry LLC Invoice #62962798-</u></b> Install some pieces of shingles on the roof that are missing in 6 Vantage Hill.
6	\$600.00	620200-100006	<b><u>DL Carpentry LLC Invoice #62962800-</u></b> Hallway ceiling: cut a piece of drywall that is 12" by 12", install a piece of wood inside and re-install new drywall, finish it, apply the popcorn, and paint it at 3501 Forest Edge Dr. 2D. Dated: 4/22/2024.
7	\$191.69	612500	<b><u>Reimbursement to Kathy Viney-</u></b> Staples-HP black ink, Ink recycling limit, pet waste elimination bags on rolls. Dated; 5/15/2024
8	\$132.00	620300-100007	<b><u>LWMC Invoice #246283-</u></b> Buildings 10-17 Test emergency lights for the month of March 2024 repair/replace as needed. Dated: 5/20/2024.
10	\$85.00	620200-100006	<b><u>LWMC Invoice #241008-</u></b> 3510 Forest Edge Dr. 16-1A- Kitchen sink. Dated: 1/22/2024.
11	\$544.00	620300-100007	<b><u>LWMC Invoice #238669-</u></b> Per Res#95 Buildings10-17 test emergency lights for the month of Nov 2023, replaced lights in stairwell of b.13 near unit 3A. replaced defective emergency board in b.10. Dated: 11/22/2023.

**Resolution #6 5/21/2024**

c. Invoices over \$1,000- Mrs. Loveday, assistant Treasurer/Secretary 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	\$1,121.00	621100-100018	<b><u>Dynalectric Invoice #52788-</u></b> Quarterly sprinkler temper/flow switch test. Dated: 4/22/2024.
2	\$1,200.00	620200-100006	<b><u>DL Carpentry LLC Invoice #62962801-</u></b> Remove the whole fence and re-install 3 posts at 15133 and 15135 Vantage Hill Dated: 4/22/2024.
3	\$1,598.00	620900	<b><u>Regional Pest Management Invoice #151440-</u></b> 3500 Forest Edge Dr. 15-1A-Terminate treatment. Dated: 3/27/2024.

**Resolution #7 5/21/2024**

– Upon motion duly made, the Board agreed,

To charge the unit at #10 Vantage Hill Court [Dimaio] the quarterly fee of \$45.00 for electric vehicle charging during the months of January, February, & March 2024.

**Resolution #8 5/21/2024**

- d. Insurance Claims, Liens, etc. (if any)
- e. Reimbursement for electric charging
- 6. Property Management-
  - . Action Items
    - i. Proposals-
      - . McFall and Berry proposals #12917 & 12741-

– Upon motion duly made, the Board agreed,

To approve proposals from McFall & Berry: #12917 for sod repair @ \$175.00 & #12741 for tree removal @ \$400.00, to be paid on completion and presentation of invoices from GL621400-02.

**Resolution #9 5/21/2024**

- . Dynalectric proposal #0524-0906-
- Upon motion duly made, the Board agreed,

To approve proposal #0524-0906 from Dynalectric for IR Scan repairs in the amount of \$835.00 to be paid on completion and presentation of an invoice from GL620300-07.

**Resolution #10 5/21/2024**

- Upon motion duly made, the Board agreed,
- To approve proposal #3486-S from Marafatsos & Sons for installation of aprons around drains behind Building 11, at a cost of \$4,330.00, paid on completion and presentation of an invoice out of Replacement Reserves GL690000-11 [drainage].

**Resolution #11 5/21/2024**

- Upon motion duly made, the Board agreed,  
To approve proposal #3485-S from Marafatsos & Sons for masonry repairs on Buildings 10 & 13, at a cost not to exceed \$25,000.00, paid on completion and presentation of an invoice out of Replacement Reserves GL690000-21 [brick replacement].

**Resolution #12 5/21/2024**

- b. ABMs (if any)-
  - . 15100 Glade Dr. 3G-Loveday-
- Upon motion duly made, the Board agreed,  
To approve the ABM for a storm door replacement at 15100 Glade #3G [Loveday].

**Resolution #13 5/21/2024**

- . 15115 Vantage Hill Rd 4A-Edwards/Andrews–
- Upon motion duly made, the Board agreed,  
To approve the ABM for the expansion of the guest bathroom door at 15115 Vantage Hill Rd [Andrews].

**Resolution #14 5/21/2024**

- . 15133 Vantage Hill Rd-7C- Rosomondo-
- Upon motion duly made, the Board agreed,  
To approve the ABM for replacement of 2 windows and 1 sliding door on the rear sunroom at 15133 Vantage Hill Rd [Rosomondo].

**Resolution #15 5/21/2024**

- . 15141 Vantage Hill Rd 8-C –Wright-
- Upon motion duly made, the Board agreed,  
To approve the ABM for replacement of 6 windows and the access door on the rear sunroom and 1 window in the garage at 15141 Vantage Hill Rd [Wright].

**Resolution #16 5/21/2024**

- c. Updates (if Any)-
  - i. Exit signs affected by high winds
  - ii. PH survey of gutters and downspouts
  - iii. LW/M14 Telecommunication updates
  - iv. Key Box system v. Combination lock-boxes & Dwelling live
- 7. **Other Business-** (if any)
  - a. Building Rep Committee- Approve nominees-
- Upon motion duly made, the Board agreed,  
  
To approve the following members of the Building Rep Committee for the period May 2024 – April 2025: Marcia Aleksiewicz, Maria Cruz, Beth Leanza, Walter Faggett, Bobbie Palmer, Julie Gibbons, Kim Brinson, and Cindy Wright.

**Resolution #17 5/21/2024**

- b. Approval of ad hoc committee to review Bylaws- Tabled.
- 8. Correspondence- (if any)
- 9. 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. Bldg. Rep. Report- (If any)
  - d. Other (if any)-GAAC summary- Roger Blacklow- the report was included in board packet for all board members to review.
- 10. Open Forum- -Time was provided for members to discuss items not on the agenda.
- 11. Next Meeting – May 21, 2024, at 2:00 p.m. using the Hybrid form
- 12. Adjournment – The meeting adjourned at 3:00 pm

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John Loveday, Secretary