

**MARYLAND MUTUAL NO. TEN, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING**

Thursday, April 26, 2012

Res. #8 thru #17

A regular meeting of the Board of Directors of Maryland Mutual No. Ten, Inc. was held in the Sullivan Room of the Administration Building, 3701 Rossmoor Blvd, Silver Spring, Maryland on Thursday, April 26, 2012 at 9:30 a.m.

Members Present: Mike Showalter, President; Dora Pugliese, Vice President; Joan Byrnes, Secretary; Janet Martin, Treasurer; Paul Eisenhour, Director; Dotty VanScoyoc, Director.

Members Absent: John McMahan, Director.

Management: Kevin Flannery, General Manager; John LaClere, Special Projects; and Cris Juarez, Mutual Assistant.

Visitors: Jack Baker, Marion Callaghan, John Gist, Virginia Gist, Helen McDonald, Pat Reiss, and Royce Reiss.

1. Call to Order: Mr. Showalter called the meeting to order at 9:31 a.m.
2. General Manager's Report: The General Manager's Report for April 2012 by Mr. Flannery was well received, noted, and made part of the record.
3. Approval of Agenda: The agenda was approved as presented.
4. Approval of Meeting Minutes: The minutes of the March 22, 2012 Board meeting were approved as presented.
5. Approval of Organizational Meeting Minutes: The minutes of the Organizational Meeting held on April 17, 2012 were approved as presented.
6. Committee Reports:
  - a. Website: Mr. Eisenhour reported that pictures of the Annual Meeting were posted on the website.
  - b. Treasurer's Report: Mrs. Martin reported that the Mutual has a current surplus due largely to electricity. She also presented the Board with invoices requiring payment. The Board reviewed the invoices needing approval. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors approves payment of the following expenses:

Amount	Payee	Description
--------	-------	-------------

\$ 1,800.00	CBM CPAs	Second installment for the 2011 Audit
\$ 1,198.00	Western Pest	Termite treatment at 14600 Deerhurst Terr (LaMarsh)
\$ 2,296.00	Western Pest	Termite treatment at 14601/03 Kelmscot Dr (Pavay/Shpur)
\$ 33.00	Leisure World	WO# 350533: Inspected garage door, found broken spring. Arranged to have it replaced by FC Johnson Co- 3315 Densmore Ct (Baker)
\$ 160.00	Leisure World	WO# 351725: Moved washer/dryer and garage items for termite treatment- 14601/03 Kelmscot Dr (Pavay/Shpur)
\$ 462.00	Leisure World	WO# 351865: removed chain link fence/barb wire. Cut post off and hauled all away- near Bldg 167
\$ 63.50	Leisure World	WO# 352093: Installed a new washer and reassembled the hose bib- 14507 Kelmscot Dr (Pugliese)
\$ 33.00	Leisure World	WO# 352095: Repositione the latch on yard gate- 14601 Deerhurst Terr (Green)
\$ 1,742.79	Leisure World	Insurance Claim (Resident Responsibility): occurring on 3/9/12, found washer hoses were leaking and had to be replaced- 14602 Deerhurst Terr (Stout)
\$ 9.45	Leisure World	Postage Invoice- Mailed April newsletter to outside unit owners
\$ 113.75	Leisure World	Postage Invoice- Mailed update rules to owners and residents
\$ 35.35	Dora Pugliese	Reimbursement for annual meeting refreshments.
\$ 59.11	Dora Pugliese	Reimbursement for purchase of landscape items
\$ 303.00	Dotty VanScoyoc	Reimbursement for annual meeting luncheon food and supplies
\$ 298.02	Gloria Sherman	Corrected irrigation problem- 14602 Deerhurst

**Resolution #8, 4/26/12**

Mrs. Martin reported on the current delinquencies for the Mutual. The Board discussed account #10060. The account is currently two months delinquent. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors authorizes placing a lien on 3225 Ludham Dr. for unpaid condominium fees and accelerated for the remainder of the year.

**Resolution #9, 4/26/12**

7. Unfinished Business:

- a. Exterior Door Painting: Ms. Pugliese reported that she has obtained proposals from three companies. She recommended that the Board use Andorp Painting for \$47.50 per door. They will also paint the benches for a total of \$5,575

**RESOLVED**, that the Mutual 10 Board of Directors approves the proposal of Andorp Painting for painting the exterior doors and benches for a total of \$5,575.

**Resolution #10, 4/26/12**



- b. Vinyl Siding Project: Mr. Showalter appointed Janet Martin, Dora Pugliese, Paul Eisenhaur and Joan Byrnes for the Vinyl Siding Sub Committee. The Committee will identify contractors and obtain bids.
- c. Densmore Incident Discussion: Mr. Showalter reported that an electric wire came in contact with a Verizon cable and a small electrical fire occurred at the electrical panel in a unit in Densmore. The Fire Department, LW Security and PPD all responded to the incident. The units surrounding the unit where the incident occurred were inspected. Some residents in Densmore, Deerhurst, Lindsey and Bigby Ct were without telephone service for a period of time.
- d. Roofs & Downspouts Spring Cleaning Update: The Board discussed the status of the spring gutter cleaning. They also discussed and agreed allowing residents to clean the gutters on a case-by-case basis.
- e. Mutual 10 Name Update: Mr. Showalter reported that the names Kelmcot Village, Kelmcot Manors and Winding Way got the most votes. However, there was no clear cut winner. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors agrees to have a run off vote with the three names Kelmcot Village, Kelmcot Manors and Winding Way for the Mutual 10 Name. The deadline for submitting votes will be May 15, 2012.

**Resolution #11, 4/26/12**

It was agreed that each household member will have the opportunity to place a vote. The votes can be sent via mail, email or phone call to Cris Juarez, Mutual Assistant.

8. New Business:

- a. Brief Annual Meeting Comments: The Board thanked Mrs. VanScoyoc and Ms. Pugliese for their assistance on providing the lunch at the Annual Meeting. Mrs. VanScoyoc reported that she received a lot of positive feedback.
- b. “Demand Response” Topic: Mr. Showalter stated that the Leisure World Community is part of a program in which the community tries to reduce electrical consumption during periods of high demand. If sufficient participation is reached, the Community is rewarded with a rebate of approximately \$30,000. An article in the Tidings will be included encouraging residents to reduce electricity usage during the high demand periods such as hot days. The Mutual may also send a message to residents announcing the energy curtailment period with the robocall system.
- c. Robocall Contingencies: Mr. Showalter reported that it has been requested that Leslie Vizzi, PPD Office Manager, be given access to use the robocall system. The Board agreed and discussed who else beside Mr. Eisenhaur should have access. It was agreed to also provide access to Cris Juarez and Mike Showalter.
- d. 2012 Road Repairs: Mr. Showalter reported that the Board obtained a proposal from H&H Concrete to repave Deerhurst Terrace. It was also noted that there is a section on

Kelmscot that requires attention. The Board discussed on what area to address first. It was noted that Kelmscot had a higher volume of traffic and is visible to more potential buyers as it is the major street in the Mutual. The Board also discussed patching part of Deerhurst. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors agrees to repair Kelmscot in 2012 and patch the pot holes in Deerhurst.

**Resolution #12, 4/26/12**

- e. Sidewalk Caulking and Grinding Repairs: Mr. Showalter reported that there are areas in the sidewalk that require caulking and grinding. The Board discussed the matter. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors agrees allocating \$5,000 to grind and caulk the sidewalks throughout the Mutual.

**Resolution #13, 4/26/12**

- f. Hollifield Sidewalk Request: Mr. Showalter reported that Mr. Hollifield (3403 Hallaton Ct) has stated that his building does not have access to the main sidewalk on Leisure World Blvd or Connecticut Ave. It was noted that it is an approximate 50' section. The Board discussed adding a sidewalk. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors approves adding a sidewalk from Building 163 (3401/3403 Hallaton Ct) to Leisure World Blvd.

**Resolution #14, 4/26/12**

- g. Mutual-wide QHEC Project: Mr. Showalter presented the Quick Home Energy Check-up program currently provided through PEPCO. The program allows a contractor to visit resident's units and perform various energy saving and water saving improvements. Those include but are not limited to replacing regular light bulbs with Compact Fluorescent Light Bulbs, providing smart power strips, replacing showerheads with efficient-flow showerheads and adding aerators to the sinks. It was noted that the program is done at no additional charge to unit owners. The Board discussed coordinating the program for the Mutual. It was stated that it would not be mandatory for unit owners to participate; they will have the option to opt out. Mr. Showalter stated that two contractors are available, Ecobeco and Efficient Homes. The Board discussed what contractor to use. It was noted that several Board members have already had the Check up done with Ecobeco and were satisfied with the results. The Board agreed to contact Ecobeco for the project. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors approves doing a Mutual-wide QHEC Project for the Mutual.

**Resolution #15, 4/26/12**

- h. ABM- 14532 Kelmscot Dr (Kavounis): The Board reviewed Ms. Kavounis's ABM for a window. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors approves the ABM for Joan Kavounis (14532 Kelmscot Dr) to replace a window. All costs of labor and material shall be the responsibility of the unit owner.

**Resolution #16, 4/26/12**

- i. ABM- 14507 Kelmscot Dr (Pugliese): The Board reviewed the application for Ms. Pugliese for a patio cover. Upon motion duly made and seconded, the following resolution was adopted:

**RESOLVED**, that the Mutual 10 Board of Directors approves the ABM for Dora Pugliese (14507 Kelmscot Dr) for a patio cover. All costs of labor and material shall be the responsibility of the unit owner.

**Resolution #17, 4/26/12**

9. Open Forum: The Board responded to questions and comments.
10. Adjournment – There being no further business to come before the Board, the meeting adjourned at 11:08 a.m.

\_\_\_\_\_  
Mike Showalter, President

ATTEST:

\_\_\_\_\_  
Joan Byrnes, Secretary