

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

Thursday, April 24, 2014

Res. 7# thru #9

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 24, 2014 at 9:28 a.m.

Members Present: Mike Showalter, President; Dora Pugliese, Vice President; Janet Martin, Treasurer; Bob Namovicz, Secretary; Paul Eisenhour, and LeRoy Salazar, Directors

Members absent Dotty VanScoyoc, Director

Management: Kevin Flannery General Manager; Jessica Bernal, Mutual Assistant

Visitors: Robert Huyck

1. Call to Order- Mr. Showalter called the meeting to order at 9:28 a.m.
2. General Manager's Report- Kevin Flannery, General Manager, presented the General Manager's Report for April 2014.
3. President's Comments- Mr. Showalter's report included; (1) Another underground water line break took place in the Mutual which affected 3207 & 3209 Ludham Drive. Brent Mason Construction replaced the water line to the slab for both homes. (2) Realtors have warned that inspectors are aware of aluminum wiring and it could be an issue in the future. (3) WSSC took measurements of the areas on the street where they did construction. Ronny Cabrera received a spreadsheet from WSSC, and forwarded it to the Mutual; further discussion with WSSC will occur before a decision is made on the repairs.
4. Approval of the Agenda- The Agenda was approved as amended add 5. a. Approval of Organizational Minutes.
5. Approval of Minutes- The minutes of the March 27, 2014 Board Meeting were approved as presented.
  - a. Approval of Organizational Minutes- The Organizational Meeting minutes of April 10, 2014 were approved as presented.
6. Treasurer's Report- The Mutual is operating below budget. All other expenses are in line with the budget.

a. Invoices-

Upon motion duly made, the following resolution was adopted:

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

VENDOR	INVOICE#	TYPE	WORK	ADDRESS	NAME	TOTAL
Bel Pre Applicators		M	Remove dead trees and limbs			3,220.00
Bel Pre Applicators		M	Tree removal & grinding stumps			2,350.00
Brent Mason Contractors	5006		Install new copper water pipe- 2 units	3207/9 Ludham		9,000.00
H & H Concrete	1327	M	Excavation re: water leak	14626 Kelmscot	Kirchner	5,410.00
Quality Window	34173	R	Replace sliding glass patio door	14648 Kelmscot	Walker	1,577.00
Quality Window	34212	R	Replace sliding glass patio door	3408 Hallaton 14626 Kelmscot	Wendal	1,577.00
LWPP	28998	M	Removed carpet from garage	Kelmscot	Kirchner	\$35.00
LWPP	29010	M	Cleared main sewer stoppage from roof vent	3402 Hallaton	Peters	352.00
LWPP	29037	M	Toilet repair after water shut-off	14506 Elmhan	Heine	83.89
LWPP	29652	M	Checked for mold	14621 Deerhurst	McCarthy	92.00
LWPP	30261	M	Repair foundation crack & interior damage	14509 Elmhan	Patterson	455.04
LWPP	30280	M	Repair foundation crack & interior damage	14509 Elmhan	Patterson	1,125.56
LWPP	30285	M	Cleared storm drain	14513 Elmhan	Rasmussen	\$385.00
LWPP	30290	M	Repaired concrete floor & installed vinyl in laundry	14626 Kelmscot	Kirchner	\$704.06
LWPP	30326	M	Repaired roof leak/painted damaged ceiling	14621 Deerhurst	McCarthy	\$675.00
LWPP	30522	M	Repaired & painted ceiling damaged by roof leak	14514 Kelmscot	Fiscella	\$168.68
LWPP	30544	M	Adjusted fence gate	14708 Bigby	Perrell	\$52.50
LW Insurance		M	Cleanup from drain line backup - both units	3313/3315 Densmore	Quinn/Anderson	<u>\$321.44</u>
						\$27,584.17

**Resolution #7, 04/24/14**

- b. Delinquencies- The Black Foreclosure has been finalized. The Condo fees will be collected once the unit is sold.

7. Other Board Member Reports-

- a. Dora Pugliese- Ms. Pugliese stated that she has placed an order for flowers and trees.

8. Unfinished/Old Business-

- a. 2014 Roofing Project (update) – Clay Kenney stated that the projects will take about 1 month to be complete.
- b. Phase 2 Vinyl Siding (update) – Clay Kenney stated that the project will take about 1 month to be complete.
- c. Padlocks on Patio Gates Discussion- Discussion ensued.

Upon motion duly made, the following resolution was unanimously adopted:

**RESOLVED**, that the Mutual 10 Board of Directors authorizes the placement of padlocks on to patio gates as long as a key is provided to the main gate for emergency purposes.

**Resolution #8, 04/24/14**

- d. Annual Meeting Review- There was discussion on what should be done with extra bags that were given at the Annual Meeting it was concluded that bags will be used for delivery of Welcome materials for new Residents. Sale of additional bags will be further considered.
- e. Hospitality Committee Budget- Mrs. Pugliese stated that other Mutual's do not have a budget for their social events. However, she reported other methods that Mutual's use to raise money. Recently the Social Committee has been operating from a surplus resulting from a mistake in previous years. The Board decided to further discuss the functioning of the Social Committee at the next Board Meeting.

9. New Business-

- a. Donation for Veterans Day Luncheon- Subject postponed until the next Board Meeting.
- b. Tracking of Residents (who live alone)- Mr. Showalter stated that the Board should encourage residents that live alone to use the lifeline service.
- c. Parade Participation (discussion)- Mrs. Martin stated that Mutual 10 will participate in the 4<sup>th</sup> of July Parade. Use of a golf carts is available, and decorations used in a previous parade will be used again. The Tidings will include an article encouraging participants to help decorate and march.



- d. Sanctions for Residents behind in their fees – The Board discussed residents that repetitively pay their condo fee late.

Upon motion duly made, the following resolution was unanimously adopted:

**RESOLVED**, that the Mutual 10 Board of Directors authorizes an increase in the late condo fee charge from \$30.00 to \$50.00 for all unit owners effective June 1, 2014.

**Resolution #9, 04/24/14**

- e. Rules Subcommittee Update- Mr. Showalter stated that LeRoy Salazar is a new member of the Subcommittee; progress has been made, and it is anticipated that a draft of the revised Rules will be available for Board review at the next meeting, in preparation for sending to residents as required.
- f. ABM's- Mrs. Pugliese stated that Ron Grill (14601 Kelmscot Drive) submitted an ABM via E-mail. The Board decided to send Mr. Grill a letter stating that approval will be withheld until the name & Montgomery County license number of the qualified contractor is provided: the Board declined to approve work being done by the Resident.
10. Open Forum- No items from the Floor at this time.
11. Adjournment- There being no further business to come before the Board, the meeting adjourned at 11:26 a.m.

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Mike Showalter, President

ATTEST:

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Bob, Namovicz, Secretary