

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

Thursday, December 12, 2013

Res. #36 thru 41

Pursuant to notice previously given, 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, December 12, 2013 at 9:30 am.

Members Present: Michael Showalter, President; Dora Pugliese, Vice President; Janet Martin, Treasurer; Bob Namovicz, Secretary; Paul Eisenhaur, John MacMahon and Dotty VanScoyoc, Directors.

Management: Kevin Flannery, General Manager; and Sharon Palmer-Hillman, Mutual Assistant.

Visitors: Ron Grill, Carroll Ann Fisher, Mutual 13 and Leroy Salazar.

1. Call to Order: Mr. Showalter called the meeting to order at 9:30 am.
2. General Manager's Report: Mr. Flannery presented the General Manager's Report for the month of December. The report was received, noted and made a part of the record.

Mr. Flannery identified a surplus for November exceeding \$130,000. Sales are improving; it is predicted that \$1.3 million will be added to the renewal fund. Comcast contract has not increased and disposal costs have declined due to increased recycling. Replacement Lifeline contract will begin in January for 800 subscribers who need new transmitters. The Golf course is open for walking from 7-1 p.m. during winter. New automated Call System will begin in January, providing instant alerts to residents when needed. The "Scarves for Seniors" program by employees (coordinated by Sharon Palmer-Hillman) was successful again.

The LWCC Board of Directors Organizational meeting will be held on January 3rd. Mrs. Martin requested larger recycling bins; another recycling day has been added. Mrs. Van Scoyoc asked about higher rates for the new call system. Mr. Eisenhaur commended McFall & Berry Landscape on how smooth the snow removal was handled. Mrs. Van Scoyoc complained that some damage had been done during leaf collection. Mr. Namovicz asked about contributions from Villa Cortese sales as well as cross walks painting. Leisure World Management Agent will request acceptance of responsibility for all SLW Blvd. crosswalk painting.

3. Approval of Agenda: The Agenda was approved as amended to include approval of a sub-committee.

4. Approval of Minutes: The minutes of the regular Board meeting held on October 24, 2013 were approved as presented.
5. President's Comments: Mr. Showalter updated the Board on ongoing projects in the Mutual and announced he would be away starting December 20, for about a month.
6. Treasurer's Report – Mrs. Martin reported another good month financially for the Mutual and that the Mutual is operating with a surplus. Mutual responsibilities will be included in Tidings. Bills for electric panel inspections were corrected by PPD. Upon motion duly made the Board unanimously agreed -

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

To approve payment in the amount of \$150.50 to LWMC for electrical panel inspection conducted in various homes in the Mutual at \$21.50 each.

To approve payment in the amount of \$17.50 to LWMC for clearing downspout at 3220 Ludham Drive, unit 196-A (Linkins).

To approve payment in the amount of \$17.50 to LWMC for gate latch that was adjusted at 14609 Deerhurst Terrace, unit 211-A (Courtney).

To approve payment in the amount of \$17.50 to LWMC for gate latch that was adjusted at 14601 Deerhurst Terrace, unit 210-B (Green).

To approve payment in the amount of \$122.50 to LWMC for power washing the gate to remove the mold at 14670 Kelmscot Drive, unit 218-A (Klein).

To approve payment in the amount of \$122.50 to LWMC for power washing the gate to remove the mold at 14672 Kelmscot Drive, unit 218-B (Farahpour).

To approve reimbursement of payment in the amount of \$86.00 to Dotty VanScoyoc new washer that was installed in outside faucet.

To approve payment in the amount of \$11.00 to LWMC for postage paid to mail newsletter to outside owner for Aug/Sept.

To approve payment in the amount of \$11.04 to LWMC for postage paid to mail newsletter to outside owner for Oct/Nov.

Resolution #36, 12/12/2013

7. Other Board Members Reports: No Report
8. Unfinished Business:

for the modification. The current ABM was disapproved unanimously. Upon motion duly made the Board unanimously agreed –

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., denies existing patio construction and request that the resident make the proper adjustments at 14601 Kelmscot.

Resolution #38, 12/12/13

- f. New Special Projects procedures – No action, the handout was not included in the package.
- g. New LW-wide Robocall service discussion – This item was covered under the General Manager’s report.
- h. Vote on resolution to pay year-end invoices for 2013 – Upon motion duly made the Board unanimously agreed -

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

Approves payment of all bills come due through the end of the year after being reviewed and signed by Janet Martin, Treasurer of Mutual 10, Inc.

Resolution #39, 12/12/13

- i. Approval of M & O Agreement – Upon motion duly made the Board unanimously agreed -

RESOLVED, that the Mutual 10 Board of Directors approves the Management and Operating Agreement for Leisure World Management Agent to provide professional service for Maryland Mutual No. Ten, Inc. for fiscal year 2014.

Resolution #40, 12/12/13

- j. Approval of Sub-committee – The committee to review Emergency Preparedness, consisting of Mr. Eisenhaur, Roma Sohn, and Leroy Salazar, was approved. Mr. Eisenhaur requested that the Rules Committee include a requirement that new residents be informed of rules. Upon motion duly made the Board unanimously agreed -

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

To appoint a sub-committee consist of Paul Eisenhaur, Roma Shon and Leroy Salazar to review the Emergency Preparedness plan for the Mutual.

Resolution #41, 12/12/14

- 10. Open Forum – No report.
- 11. Next Meeting Date: The next regular meeting of the Board will be held on Thursday,

- a. Gutter cleaning update – Mr. McMahon stated that Clay Kenney agreed to start the gutter cleaning project as soon as weather permits.

9. New Business

- a. Waiver status for potential buyer/Huyck – Mr. Showalter discussed a request from Mrs. Hayuck, to move to Mutual 10 with her disabled son as her caretaker. A Doctor's certificate was provided and an exception letter were signed and submitted.

Upon motion duly made the Board unanimously agreed -

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

To grant an age waiver for Steven Huyck to reside in Mutual 10 with his mother as caretaker, should she pass on or be permanently re-situated (as to an assisted-living, nursing home or other residence) the Caregiver named herein will vacate the residence within 120 days of that occurrence.

Resolution #37, 12/12/13

- b. Pet Control discussion/special appeal from M-13 resident – Mr. Showalter shared with the Board a letter he received from Carol Fisher, requesting Mutual approval for moving in with two small dogs and a Rottweiler. She is currently a resident of Mutual 13. She was in attendance. Since the rules and regulations as well as the Mutual Bylaws have no restrictions on the size or amount of pets allowed, her request was granted. Mrs. Martin stated that the rules may change in the future, as they are under review. Mr. McMahon objected that no new rule is required. Mr. Namovicz suggested that a motion would be required to disapprove; a motion was made, but not seconded. Mr. Namovicz suggested that a review of rules was desirable. Mrs. Martin moved to establish a rules review committee. Mr. Namovicz seconded. After some discussion, the motion was approved unanimously. Mr. Showalter commented on the requirements for membership. Mrs. Fisher asked if this changed her situation; Mr. Showalter stated that it does not, but if the rules change, it is possible that the decision might change.
- c. 2014 roofing project – No action taken at this time.
- d. Revised ABM form (sent previously by email/fax) – No action taken at this time.
- e. Patio gate modification (14601 Kelmscot) /Grill – An architectural change to Mr. Ronald Grill's fence gate was made without prior approval; Mr. Grill requested approval after the work was completed. Mr. Eisenhour expressed concern about the precedence. Mr. Grill referenced a letter provided to the Board. Mr. Namovicz expressed concern about the lack of prior approval, and about the relevance of cost. It was indicated that the Board would look favorably into him reducing the entire front fence by 4 feet; or installing a four foot gate. A new ABM would be required

January 23, 2014, at 9:30 a.m. in the Sullivan Room of the Administration Building.

12. Adjournment: There being no additional business, the meeting was adjourned at 11:00 am.

ATTEST:

Michael Showalter, President

Bob Namovicz, Secretary