

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

Thursday, June 27, 2013

Res. #16 thru # 19

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, June 27, 2013 at 9:30 a.m.

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

Members Absent: Mike Showalter, President.

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

Visitors: David Salazar and Pat Reiss.

1. Call to Order: Ms. Pugliese called the meeting to order at 9:30 a.m. Ms. Pugliese mentioned that Mr. Showalter will not be attending the meeting due to illness.
2. General Manager's Report: Mr. Flannery presented the General Manager's Report for the month of June. The report was received, noted, and made a part of the record. Mr. Flannery answered questions from those in attendance at the meeting.
3. Approval of Agenda: The agenda was approved as amended.
4. Approval of Meeting Minutes: The minutes of the regular Board Meeting held on May 23, 2013, were approved as amended.
5. President's Comments: No Report.
6. Board Members Report:
 - a. Social Committee: – Mrs. VanScoyoc reported that the Annual Dinner was a great success. The attendance was wonderful and the entertainment was delightful. She stated that she receive a lot of favorable comments. The Ice Cream Social/Book Swap will be held on July 21st. Formatting of a separate invitation was discussed.
 - b. Treasurer: Mrs. Martin reported that the Mutual is operating under budget by \$20,000.00 year-to-date despite the fluctuation in the electric bill. She reported a total delinquency in the amount of \$11,266. Mrs. Martin reported that a letter of intent to file a lien was mailed to account 10-067 to collect condo assessment owed to the Mutual. A list of bills was submitted to the Board for approval. 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 \$1,577.00 to Quality Window & Door Inc., for replacing sliding patio door at 14503 Kelmscot Drive, unit 161-A (Finnegan)

To approve payment in the amount of \$30.00 to Western Pest Services for mice treatment at 3203 Ludham Drive, unit 194-A (Mayfield).

To approve payment in the amount of \$65.95 to LWMC for replacing fuse & repair wire to A/C at 14607 Deerhurst Terrace, unit 211-B (McDonald).

To approve payment in the amount of \$400.00 to LWMC for repairing pipe & replacing cut off valve at 14703 Bigby Court, unit 234-A (Hummel).

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- c. LWMC Budget Assumption Discussion: - Mrs. Martin stated that there was not much to discuss since the budget is already approved by the Board, however there were some increases in fees in the Physical Properties Department. She noted that the Budget & Finance Advisory Committee, at her request formed a sub-committee to design and write a new explanation document that will accompany the budget for residents to easily understand. Mr. Namovicz suggested the need for further discussion of LW issues, including the budget. He mentioned the statement by Mr. Showalter that these issues should be a part of the M 10 Board meetings.
- d. Secretary: Mr. Namovicz suggested discussion regarding contents of the Tidings. Ms. Pugliese and Mrs. Martin stated that too much editing was being done on statements submitted for inclusion. Ms. Martin stated that the Editor was not to actually edit, but rather should simply assist with formatting. Mr. Namovicz stated that he was not interested in editing Tidings with these restrictions, and resigned as Editor of Tidings.

7. Unfinished Business:

- a. Slaymaker Residence Status: The case is still pending.
- b. Vinyl siding contract update: Ms. Pugliese stated that the siding project is coming along very well. She is scheduled to meet with Clay Kenney after the meeting to conduct an inspection. Phase I will be completed soon.
- c. Electrical Sub panel inspection – Ms. Pugliese reported that it was approved at last month's meeting for Physical Properties to move forward with the sub-panel inspection. Ms. Pugliese asked Mr. Eisenhour if he can follow up with PPD on that project.
- d. Approval of Funds for Siding an additional in 2013: – Upon motion duly made Board unanimously agreed -

RESOLVED that the Mutual 10 Board of Directors agreed to the following:
To approve additional funds in the amount of \$12,000 to include siding of one more home on Deerhurst in 2013, to complete phase I of the project. Work will be done by current contractor (Clay Kenney Home Improvement).

- c. Comcast Contract: - Mr. Namovicz reiterated his concern about the Comcast contract, the largest component of the LW Budget, and the additional 5% increase that is locked into the budget. Mrs. Pugliese stated that the contract is approved and already in place and cannot be changed. Upon motion duly made with 4 in favor, 1 absent and 2 not voted the Board agreed -

RESOLVED, that the Mutual 10 Board of Directors agreed to the following:
To close all future discussion regarding the Comcast Contract that is in place for the community at Mutual 10, Board meetings since nothing can be done to change it.

Resolution #17, 6/27/13

8. New Business:

- a. Roof Replacements for 2013 (Recommendation from R. Cabrera – No Report.
- b. Cleaning of dirty/stained trim above gutters of garages and /or flat-roof: Mr. Namovicz stated that he noticed some deterioration in some areas. He used the Oxy Clean all-purpose cleaner and it works very well.
- c. ABMs Approval: Upon motion duly made the Board unanimously agreed -

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., approves an application for Building Modification to have the existing windows replaced with new efficient ones at 14500 Elmhan Court, unit 180-A, (Owens/Berry). All work must be done at the owner's expense. Work to be performed by Quality Windows & Door.

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., approves an application for Building Modification to install light fixtures on both side of the garage at 3303 Densmore Court, unit 203-A (Namovicz). All work must be done at the owner's expense. Work to be performed by Clay Kenney Home Improvement & DBT.

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., approves an application for Building Modification to conduct Radon Remediation at 14706 Lindsey Lane, unit 220-A (Fitzpatrick). All work must be done at the owner's expense. Work to be performed by Radon Abatement Services.

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., approves an application for Building Modification to resurface and replace the existing patio with gray pavers at 14706 Lindsey Lane, unit 220-A (Fitzpatrick). All work must be done at the owner's expense. Work to be performed by First Impressions Hardscapes.

Resolution #18, 6/27/13

d. Winterizing Policy: - Upon motion duly made the Board unanimously agreed - Mr.

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

That residents are required to winterize their outside faucets and failing to do so, they are responsible for the results.

Resolution #19, 6/27/13

9. Open Forum: There were no comments.

10. Adjournment – There being no further Business to come before the Board, the meeting adjourned at 11:40 a.m.

Mike Showalter, President

ATTEST:

Bob Namovicz, Secretary