

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

Thursday, March 27, 2014

Res. 48# thru #51

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, March 27, 2014 at 9:26 a.m.

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

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

Visitors: Robert Huyck and Leroy Salazar

1. Call to Order- Mr. Showalter called the meeting to order at 9:26 a.m.
2. General Manager's Report- Kevin Flannery, General Manager, presented the General Manager's Report for March 2014.
3. President's Comments- Mr. Showalter announced that Kevin Flannery will attend the Annual Meeting on April 10, 2014.
4. Audit Review- Dawn Gaynor, Accounting Supervisor reviewed the draft of the Audit dated March 19, 2014.

Upon motion duly made, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors approves the draft of the Audit 2013 as presented.

Resolution #48, 03/27/14

5. Approval of the Agenda- The Agenda was approved as presented.
6. Approval of Minutes- The minutes of the February 27, 2014 Board Meeting were approved as presented.
7. Treasurer's Report-

a. Invoices-

Upon motion duly made, the following resolution was adopted:

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

To approve payment in the amount of \$5,200.00 to Brent Mason Contractors for replacing piping under the slab at 14626 Kelmscot Drive (Kirchner).

To approve payment in the amount of \$3,500 to CBM, CPA's for the annual audit.

To approve payment in the amount of \$299.20 to Dora Pugliese for Mutual 10 shopping bags.

To approve payment in the amount of \$300.00 to Line Locators Inc. for leak detection service at 14626 Kelmscot Drive (Krichner).

To approve payment in the amount of \$1,198.00 to Western Pest for termite treatment at 14800 Lindsey Lane (Pomerleau).

To approve payment in the amount of \$51.27 to LWMC for replacing the breaker at 3221 Ludham Drive (Carlson).

To approve payment in the amount of \$871.45 to LWMC for snaking toilets at 3313 Densmore Court (Quinn).

To approve payment in the amount of \$308.00 to LWMC for clearing the toilet drain from roof vent at 14700 Bigby Court (Ryder).

To approve payment in the amount of \$17.50 to LWMC for Adjusting and lubing the gate latch at 3231 Ludham Drive (Benjamin).

To approve payment in the amount of \$17.50 to LWMC for Adjusting and lubing the gate latch at 3234 Ludham Drive (DeShriver).

To approve payment in the amount of \$136.00 to LWMC for moving appliances for termite treatment at 14800 Lindsey Lane (Pomerleau).

To approve payment in the amount of \$60.00 to LWMC for adding RootEx to sewer line at 14700 Bigby Court (Ryder).

To approve payment in the amount of \$40.00 to LWMC for lubing the main valve and tightening packing nut at 14533 Kelmscot Drive (Strahan).

To approve payment in the amount of \$88.00 to LWMC for inspecting the electrical panel and the sub panel in the hallway at 14533 Kelmscot Drive (Strahan).

To approve payment in the amount of \$35.00 to LWMC for moving the gate latch and lever to close at 14509 Elmhan Court (Patterson).

To approve payment in the amount of \$449.00 to LWMC for an Insurance claim that required water clean-up at 14626 Kelmscot Drive (Krichner).

To approve payment in the amount of \$9.31 to LWMC for postage to mail The Tidings to Non-Resident Owners.

To approve payment in the amount of \$151.68 to LWMC for postage to mail Proxy Statements.

To approve payment in the amount of \$172.00 to LWMC for plumbing work.

To approve payment in the amount of \$10.29 to LWMC for postage to mail The Tidings to Non-Resident Owners.

To approve payment in the amount of \$275.00 to McFall/Berry for tree work.

Resolution #49, 03/27/14

b. Siding Replacement & Roof-

Upon motion duly made, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors authorizes the transfer of \$90,000.00 from Street Reserve and \$150,000.00 from General Savings Account Money Market into the Replacement Reserve to cover the cost of the second phase of siding replacement and roof repairs. General Savings money will be reimbursed by Street Reserve once certificates of deposits begin to mature.

Resolution #50, 03/27/14

8. Other Board Member Reports-

- a. Dotty VanScoyoc- Ms. VanScoyoc stated that there are volunteers to help set-up for the Annual Meeting Luncheon. In addition, she stated that the Annual dinner will cost about \$25.00 per person. However Ms. VanScoyoc would like to keep the cost at about \$20.00 per person with the Mutual subsidizing the remaining balance.

Upon motion duly made, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors agrees to charge \$22.00 per person for the Annual dinner, the Social Committee will pay \$2.00 per person and the remaining balance will be paid by the Mutual.

Resolution #51, 03/27/14

- b. Dora Pugliese- Ms. Pugliese stated that there are 10 trees that will be thinned out once the weather improves.

9. Emergency Preparedness Subcommittee- Mr. Eisenhour has published the Emergency Plan on the Mutual website.

10. Unfinished/Old Business-

- a. 2014 Roofing Project (update) – Project has not begun due to inclement weather.
- b. Phase 2 Vinyl Siding (update)– Project has begun and is ongoing.
- c. Kirschner (14626 Kelmscot) Water Problem (update)- Mr. Showalter stated that Brent Mason was hired to isolate and repair the leaking water line. Mr. Showalter recommended that in the future the Mutual should use Bret Mason to avoid the excavation process.
- d. Padlocks on Patio Gates Discussion- Subject postponed until the next Board Meeting.

11. New Business-

- a. Replace Smoke Alarms Discussion- Subject postponed until the next Board Meeting.
- b. Dryer Vent Cleaning Discussion- Subject postponed until the next Board Meeting.
- c. Annual Meeting Discussion- Mr. Showalter requested that the Board send him via email any suggested topics that should be made during the opening remarks at the Annual Meeting.
- d. Invoices- Subject discussed at 7. Treasurer's Report a. Invoices.
- e. ABM's- None

12. Open Forum- No items from the Floor at this time.

13. Adjournment- There being no further business to come before the Board, the meeting adjourned at 11:08 a.m.

Mike Showalter, President

ATTEST:

Bob, Namovicz, Secretary