

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

Thursday, May 24, 2012

Res. #18 thru #20

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, May 24, 2012 at 9:30 a.m.

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

Members Excused: Paul Eisenhaur, Director; John McMahon, Director.

Management: Jolene King, Assistant General Manager for Facilities and Services; and Cris Juarez, Mutual Assistant.

Visitors: Pat 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 May 2012 by Mrs. King 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 April 26, 2012 Board meeting were approved as presented.
5. Committee Reports:
 - a. Fences/Gates: Mr. Showalter reported that some latches are binding at the section where they meet the siding of the units. He noted that he did a minor repair on a unit.
 - b. Landscape: Ms. Pugliese that McFall & Berry will be removing six trees and other work for \$5,050; Bel Pre Tree Services will also be trimming some trees for \$1,100.
 - c. New Residents: Mrs. VanScoyoc has submitted information for a new resident to Ms. Juarez for the next Tidings.
 - d. Treasurer's Report: Mrs. Martin reported that the Mutual has a year-to-date surplus of approximately \$45,000. She then reviewed the status of the current delinquent accounts.

Mrs. Martin 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
\$ 4,845.00	Androp Painting	Painting of 102 garage and front doors.
\$ 102.32	Dora Pugliese	Reimbursement for purchasing plants and deer repellent.
\$ 1,577.00	Quality Windows & Door	Replacement of sliding glass door- 14509 Kelmscot Dr (Abbott)
\$ 2,296.00	Western Pest	Termite treatment at 3225/3227 Ludham Dr
\$ 1,860.00	Leisure World	WO# 354545: Celane all gutters in Mutual 10.
\$ 612.88	Leisure World	Insurance Claim (Resident Responsibility): On 4/6/12 the loose hose to the pull out faucet leaked.

Resolution #18, 5/24/12

6. Unfinished Business:

- a. Exterior Door Painting Update: Ms. Pugliese reported that all of the doors are complete. The benches will be sanded and stained next week. She noted that only two complaints were received which were addressed. She also stated that the contractor will supply her with leftover paint for touch ups.
- b. Roofs & Downspouts Spring Cleaning: Mr. Showalter stated that due to a break in communication, PPD did clean the gutters and downspouts this spring. He added that there are residents that are unable, physically or otherwise, to check the gutters and request cleaning. In his opinion, the Mutual should continue cleaning the gutters and downspouts on a bi-annual basis. Mrs. Martin added that PPD charged \$40 per hour and it totaled to less than half of the price they had charged previously.
- c. Mutual-wide QHEC Project Status: Mr. Showalter reported that the Mutual had an 80% participation. He stated that he distributed a survey to those that participated. He noted that not all residents were offered power strips. He will be speaking to Ecobeco to address the issues that noted on the surveys.
- d. Road Repair/Replacement Update: Mrs. Martin reported that they met with five different companies. At this moment, there are different recommendations provided by the contractors as well as prices. The Board will need to determine whether to do a complete replacement of the asphalt or milling and overlaying the area. Discussion ensued regarding what method to choose. Mr. Showalter and Mrs. Martin will have a recommendation to the Board next month.

7. New Business:

- a. Kelmscot Village Sign and Logo: Ms. Pugliese distributed pictures showing four different signs that are being used throughout the Community. It was stated that the signs would be placed on both entrances to Kelmscot Dr. Mr. Showalter also noted that Mr. Ranhart will begin developing a logo for the Mutual.

- b. M10 Committees on Reporting Requirements: The Board discussed requesting that the representatives to the Leisure World Advisory Committees provide a report on an ongoing basis. It was noted that representatives could either provide a written report or attend the Board meetings and provide a brief oral report.
- c. Emergency Preparedness Plans/Measures: Mr. Showalter stated that he has received a request from the Emergency Preparedness Advisory Committee to submit an emergency plan for the Mutual. He noted that he will ask Roma Sohn, the Mutual representative, to attend the next meeting to provide input.
- d. ABM-14708 Lindsey Ln (Fishbein): The Board reviewed Mr. and Mrs. Fishbein's ABM for doors. Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors approves the ABM for William and Mona Fishbein (14708 Lindsey Ln) for the replacement of the front door, storm door and the door from patio to garage. All costs of labor and material shall be the responsibility of the unit owner.

Resolution #19, 5/24/12

- e. ABM- 14606 Deerhurst Terr (Loebach): The Board reviewed the application for Mr. and Mrs. Loebach. Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors approves the ABM for James and Rita Loebach (14606 Deerhurst Terr) for a replacement of windows. All costs of labor and material shall be the responsibility of the unit owner.

Resolution #20, 5/24/12

- 8. Open Forum: The Board responded to comments.
- 9. Adjournment – There being no further business to come before the Board, the meeting adjourned at 10:39 a.m.

Mike Showalter, President

ATTEST:

Joan Byrnes, Secretary