

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

Thursday, May 23, 2013

Res. #11 thru #15

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, May 23, 2013 at 9:30 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: Jolene King General Manager for Service & Facilities; and Sharon Palmer-Hillman, Mutual Assistant.

Visitors: John Gist, Virginia Gist and David L. Salazar.

1. Call to Order: Mr. Showalter called the meeting to order at 9:30 a.m. and asked the visitors to introduced themselves.
2. General Manager's Report: Mrs. King presented the General Manager's Report for the month of May. The report was received, noted, and made a part of the record.

Members of the Board asked Mrs. King the status of obtaining large recycle receptacles that had been requested for their Mutual. Mrs. King was not sure; and noted that she would contact Vehicle Maintenance and get back to the Board with a response. Mr. Namovicz also addressed a situation he had encountered and tried to contact security but he could not get any response.

3. Approval of Agenda: The agenda was approved as presented.
4. Approval of Meeting Minutes: The minutes of the regular Board Meeting held on April 25, 2013, were approved as presented.
5. President's Comments: Mr. Showalter reported that the work quality and progress of the siding project is going well. He is pleased with the reports that he have received from Mr. Cabrera as it relates to the inspections. They have been able to complete at least one building per day. After so many buildings are completed Clay Kenny will come back and installed the gutters. The shutters were ordered.

Mr. Namovicz and Mr. Eisenhaur will keep the Board current on the various projects that are being considered in the community.

6. Board Members Report:

- a. PPD – Ms. Pugliese reported that all services provided by Physical Properties Department will be increased by \$2.00 for fiscal year 2014. Mrs. Pugliese reported that she went on a walkthrough with Richard Jones and discovered that the Ash trees in the Mutual are dying. The flower planting project is completed. Mr. McMahon thanked Mrs. Pugliese for the continued service she provides to the Mutual. Other members of the Board offered their support as long as they are informed a head of time.
- b. Social Committee – Mrs. VanScoyoc reported that flyers went out for the annual dinner.
- c. Treasurer's Report: Mrs. Martin reported that the Mutual is operating under budget by \$3,278, year-to-date. She reported a total delinquency in the amount of \$10,638. 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 14508 Kelmscot Drive, unit 173-B (Hauser)

To approve payment in the amount of \$1,577.00 to Quality Window & Door Inc for replacing sliding patio door at 14700 Lindsey Lane, unit 221-A (Morse).

To approve payment in the amount of \$2,296.00 to Western Pest Services for termite treatment at 3201 and 3203 Ludham Drive, units 194-A/B (Mayfield/Lacey).

To approve payment in the amount of \$263.52 to LWMC for shutting off supply line to house to installed a new ball valve on the back hose bib and installed a new one at 3306 Densmore Court, unit 205-A (Isaacs).

To approve payment in the amount of \$100.00 to LWMC for moving washer/dryer to conduct treatment at 3201 Ludham Drive, unit 194-B (Lacey).

To approve payment in the amount of \$237.37 to LWMC for relocating electrical box on patio to installed a new GFCI outlet at 14601 Kelmscot Drive, unit 239-B (Grill).

To approve payment in the amount of \$234.32 to LWMC for installing a new ball valve to the front silcock at 3407 Hallatan Court, unit 164-B (Elliott).

Resolution #11, 5/23/13

RESOLVED, that the Mutual 10 Board of Directors agrees to the following:

To authorized the Mutual Assistant to send a letter of intent to account 10-067 for condo assessment owed to the Mutual.

Resolution #12, 5/23/13

7. Unfinished Business:

- a. Slaymaker Residence Status: The case is pending, waiting for SunTrust to start the foreclosure process.
- b. Vinyl siding contract update: Clay Kenny Home Improvement Company is doing a good job.
- c. Electrical Sub panel inspection/PPD Proposal – Mr. Showalter reported that he received a proposal from PPD to have the Sub panels in the units inspected. They proposed an average of \$21.00 per unit totaling \$3,318 for the entire Mutual. Mr. Ohan recommended that the sub panels be inspected once every 5 years. Upon motion duly made with 6 in favor and 1 abstention, the Board agreed -

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., authorized Tim Ohan, Master Electrician of Physical Properties to conduct the Sub panel inspection of all the units in the Mutual at a cost not to exceed \$4,000.

Resolution #13, 5/23/13

- d. Window Replacement participant update: – Mr. Showalter stated that some residents have begun the window replacement project. Some of the residents chose to use Clay Kenney Home Improvement Company, while others went with Quality Window and Door, Inc for window replacement. Everyone is happy with the work that is being performed.
8. New Business:
- a. Decision needed on location of Street numbers/Flagpole Holders – A discussion ensued with regards to a good location to install the flagpole holders. After lengthy discussion Mr. Namovicz suggested that the Board put a policy in writing and present it for a vote. Mr. Showalter agreed to meet with Ms. Pugliese and draft up a policy.
 - b. Roof Replacements for 2013 – Mr. Showalter mentioned that John LaClere had recommended replacement of 5 roofs in 2013, before he left. Mrs. Martin suggested that the inspection report that was submitted to the Board be updated to determine the actual number of roof due replacement. Upon motion duly made the Board unanimously agreed -

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., ask Ronny Cabrera to update the inspection report for roof replacement at no additional cost to the Mutual.

Resolution #14, 5/23/13

- c. Clay Kenney Window Situation: Mr. Showalter stated that the wrong information was provided by the manufacturer. Windows will be installed at top quality with no additional cost to the residents.
- d. Participation in July 4th Parade: No volunteers.
- e. Amatucci Residence Status: Mr. Showalter stated that he owned the unit and will furnish the required documents.
- f. 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 bathrooms redone at 3315 Densmore Court, unit 201-A (Gist). All work must be done at the owner's expense. Work to be performed by Physical Properties Department.

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., approves an application for Building Modification to replace the existing window at 14523 Kelmscot Drive, unit 167-A, (Showalter) with more energy efficient ones. All work must be done at the owner's expense. Work to be performed by Clay Kenney Home Improvement.

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., approves an application for Building Modification to replace the existing windows at 14541 Kelmscot Drive, unit 170-A, (Edmunds) with more energy efficient ones. All work must be done at the owner's expense. Work to be performed by Quality Windows and Doors, Inc.

Resolution #15, 5/23/13

- g. Observations: - Mr. McMahon shared that the incentives that Pepco was offering at its Golf & Tennis Classics were too high. I went online and researched the topic. This tournament is sponsored by Pepco annually to raised funds that help disadvantaged residents pay their winter heating bills.
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

