

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

Thursday, September 27, 2012

Res. #35 thru #37

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, September 27, 2012 at 9:30 a.m.

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

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

1. Call to Order: Mr. Showalter called the meeting to order at 9:30 a.m.
2. General Manager's Report: The General Manager's Report for September 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 August 23, 2012 Board meeting were approved as presented.
5. Committee Reports:
 - a. Fences & Gates: It was reported that Cynthia Beaudoin's post was repaired by Frederick Fence.
 - b. Treasurer's Report: Mrs. Martin reviewed the invoices requiring payment. 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
\$ 645.00	McFall & Berry	Correct drainage on Kelmscot Dr
\$ 5,050.00	McFall & Berry	Various landscaping per proposal #5083
\$ 189.00	Potomac Homes	Radon measurement- 14708 Lindsey Ln
\$ 133.80	Leisure World	WO#360257: Replaced outside sillcock- 14670 Kelmscot Dr (Klein)
\$ 49.50	Leisure World	WO#362092: Repaired gate- 14502 Kelmscot Dr (Zahavi)
\$ 117.80	Leisure World	WO#362143: Placed Mutual 10 Sign posts at Conn. Ave & SLW Blvd
\$ 198.00	Leisure World	WO#362330: Set up, coordinate and supervised general radon test at 14706 & 14708 Lindsey Ln

\$ 35.00	Leisure World	WO#362544: Reset the breaker that tripped due to the extra load caused by the A&A equipment- 3231 Ludham Dr (Marshall)
\$ 33.00	Leisure World	WO#362614: Inspected all gutters, cleaned all gutters & downspouts- 14538 Kelmscot Dr (VanScoyoc)
\$ 307.80	Leisure World	WO#363144: Snaked main from roof to root in main- 3403 Hallaton Ct (Hollifield)
\$ 193.00	Leisure World	WO#363592: Ran snake from roof vent; hit blockage at 90', went for another 37', added RootEx- 3403 Hallaton Ct (Hollifield)
\$ 91.50	Leisure World	WO#363668: Performed Root-X treatment from the roof- 3403 Hallaton Ct (Hollifield)
\$ 33.00	Leisure World	WO#363937: Cleaned catch basin & drain pipe- 14613 Deerhurst Terr (Jones)
\$ 71.10	Leisure World	Postage for mailing 2013 draft budget to unit owners.
\$ 11.25	Leisure World	Postage for mailing Sept 2012 newsletter to NROs.
\$ 435.07	Leisure World	Insurance Claim (Resident Responsibility): on 8/2/12 AC condensate line leaked causing water damage- 14672 Kelmscot Dr (Farahpour)
\$ 460.00	Arbor Landscapers Inc	Various landscape items
\$ 1,275.00	McFall & Berry	Various landscaping

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Mrs. Martin reviewed the delinquencies. She noted that account #10060 has increased her monthly payments by \$100 a month to pay for the April fee. She also stated that 14715 Lindsey Ln has been foreclosed by the bank; condo payments from the date of sale will be paid by the bank.

Mrs. Martin reported that the Mutual has a year-to-date surplus of \$69,286.

6. Unfinished Business:

- a. Road Repair/Replacement Update: A lengthy discussion ensued regarding issues that arose during the project such as traffic control and feedback from Mr. Cabrera, Special Projects, who was overseeing the project. Mrs. King offered to meet with him and Mr. Cabrera to discuss his concerns. The Board agreed.

Mr. Showalter reported that Brothers Paving will be refunding money to the Mutual. The contract included an allowance for repairs to the base; they did not have to repair as much as was estimated.

- b. Curb Painting Plans: Mrs. Pugliese reported that American Striping will provide an estimate on Monday.

- c. Vinyl Siding Update: Mrs. Martin reported that she spoke to Clay Kenney. He will submit an estimate next week. He also stated that if the project is done in three or four years, he will be unable to commit price for that length of time as suppliers don't hold prices for more than a year.

7. New Business:

- a. Approval of 2013 Budget: Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors approves the 2013 Budget for as presented to unit owners.

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- b. Administrative Building Options Summary: Mr. Eisenhour presented the three options for the Administration Building that will be considered at the next LWCC Board meeting. The three options are renovating the current building, expanding the building, or constructing a new building. He noted that funds for the project would come from the Resales Fund. The Board discussed the matter and agreed that a new building would benefit the community.
- c. 2013 Management & Operating Agreement: Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors approves the Leisure World of Maryland 2013 Management & Operating Agreement.

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- d. Board Member Qualifications: Mr. Showalter stated that he was contacted by a non resident unit owner inquiring on the requirements for becoming a Board member. Discussion ensued regarding allowing a non resident unit owner to serve on the Board. Ms. Juarez noted that the only requirement to serve is that you are a unit owner in good standing and that changing such requirements could only be done by amending the bylaws. The Board agreed to discuss the matter further next month.
8. Open Forum: There were no comments.
9. Adjournment – There being no further business to come before the Board, the meeting adjourned at 10:48 a.m.

Mike Showalter, President

ATTEST:

Joan Byrnes, Secretary