

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

Thursday, September 26,
2013

Res. #29 thru 33

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 Rossmore Blvd., Silver Spring, Maryland on Thursday, August 22, 2013 at 9:30am.

Members Present: Michael Showalter, President; Dora Pugliese, Vice President; Janet Martin, Treasurer; Bob Namovicz, Secretary; Paul Eisenhour, John MacMahon and Dotty VanScoyoc, Directors.

Management: Jolene King, Assistant General Manager for Services and Facilities; and Sharon Palmer-Hillman, Mutual Assistant.

Visitors: Robert Blumberg, John and Virginia Gist and Delroy
Salazar

1. Call to Order: Mr. Showalter called the meeting to order at 9:30am.
2. General Manager's Report: Mrs. King presented the General Manager's Report for the month of September which was received, noted and made a part of the records. Mrs. King reported on the state of Leisure World of Maryland Corporation finances. The current month surplus is \$15,000, and the surplus to date is \$47,000. Under the approved 2014 budget, monthly rates will increase to \$168 per month. The LWCC Board of Directors approved elements of the Facilities Enhancement Program totaling some \$11 million, including a new Administration Building, revision of the Physical Properties Department customer area, and an addition to the Clubhouse II exercise area. Sent back to committee for revision were the Golf Course and Restaurant projects. Additional planning will now proceed. Flu clinics are planned, beginning on Monday, October 4. The Physical Therapy contract will be changed at the end of October. She commented on final site plans for the development at Norbeck Road and Georgia Ave. The deadline for membership on Advisory Committees is October 31. She commented on a proposed church to be built at the corner of Norbeck and Layhill. There was discussion of the new automated call system, the affect and how it will be used. Keeping call numbers up to date, and cost implications were discussed. Bank and real estate leases will be reviewed for implication of the Administration Building change.
3. Approval of Agenda: The Agenda was approved as presented. Mr. Showalter acknowledged residents visiting the meeting during this time.

4. Approval of Minutes: The minutes of the regular Board meeting held on August 22, 2013 were approved as presented.
5. President's Comments: Mr. Showalter made brief comments including expression of concern about Physical Properties Department Special Projects support. PPD support on vinyl siding project and for roofing updates has been terminated due to unsatisfactory performance. Communications with our Special Projects leader have been unsatisfactory. Mr. Showalter noted that some residents are placing work orders directly with Physical Properties instead of going through the Board. Upon motion duly made the Board unanimously agreed-

RESOLVED, that the Mutual!O Board of Directors agreed to the following:

That a letter along with a copy of this resolution be sent to Physical Properties stating that no resident is allowed to place a work order with PPD that is the responsibility of the Mutual to pay unless authorized by the President or Vice President of the Mutual IO Board of Directors.

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6. Board Members Reports:
 - a) Social Committee: Members commented favorably to Mrs. VanScoyoc on the success of our first Pot Luck Supper, and there was discussion of scheduling more. Sherry Hauser and the supper committee were commended. Mr. Showalter suggested that attendees help more with clean up chores. Ms. Pugliese suggested that consideration be given for a future wine and cheese event. Mrs. VanScoyoc replied that from her past experience, wine and cheese event is not well attended in the Mutual. Mrs. VanScoyoc reported that the Pot-luck Supper was a great success and well attended. She suggested that the next Pot-Luck be advertised without giving the resident a specific dish to bring.
 - b) Website: Mr. Eisenhour mentioned that he will post the pictures he received from the dinner on the website.
 - c) Maintenance: No Report.
 - d) Treasurer: Mrs. Martin reported that August had again been a good month, financially for the Mutual with a surplus of \$51,351, expenses in the amount of \$987,231 and income of \$1,038,585. She stated that the reserves will decline due to roof work that remains to be completed by the end of the year. The proposed budget for fiscal year 2014, which had been mailed to all unit owners for comments, was finalized, since residents had not raised objection. There was discussion of having WSSC provide money in lieu of their doing resurfacing after their work. Mrs. Martin stated that the bill was received for the subpanel inspection that was conducted in the Mutual. She noted that she will follow up with Tim Ohan on how they will control or track the units that remain. A list of resident responsibilities vs Mutual responsibilities will be

included in the Tidings. She presented a list of bills for approval of payment. Upon motion duly made, the Board unanimously agreed -

RESOLVED, that the Mutual10 Board of Directors approves payment of the following expenses:

To approve payment in the amount of \$167.70 to LWMC for gap that was sealed between patio and garage wall at 3313 Densmore Court, unit 201-B (Quinn).

To approve payment in the amount of \$69.04 to LWMC for setting mouse traps, and used spray foam at 14713 Lindsey Lane, unit 224-B (Barrios).

To approve payment in the amount of \$349.96 to LWMC for replacing rotten post at 14541 Kelmscot Drive, unit 170-A (Edmunds).

To approve payment in the amount of \$40.00 to LWMC for replacing washer in front hose faucet at 14621 Deerhurst Court, unit 213-A (McCarthy).

To approve payment in the amount of \$40.00 to LWMC for replacing seal on outside sillcock at 14715 Bigby Court, unit 231-A (Golden).

To approve payment in the amount of \$1,382.07 to LWMC Insurance Claim for water clean up caused by bathroom sink that was left running at 14713 Lindsey Lane, unit 224-B (Barrios). Resident will be billed.

To approve payment in the amount of \$2,332.00 to LWMC for inspecting sub-panels and checked for heat build-up on breakers and panel interiors per proposal for the Mutual. A total of 108 units are completed.

**Resolution #30,
9/26/2013**

7. Unfinished Business:

- a. Roof replacements update for 2013 – Mr. Showalter reported that roof work started on Monday and other will begin shortly thereafter.
- b. Add rules regarding attachments to fences/vinyl siding into rules- There was discussion of hangers that are metal and in some attached improperly to the fences. Procedures for enforcement were discussed and who is responsible if any damage should occur. President Showalter suggested doing an inventory of problems. It was agreed that depending on the number of improper hangers that are on the fences, a letter will be sent to the individuals with information on what is appropriate for the fences.
- c. Add rule about pet clean up/fine – Ms. Pugliese addressed concern that some residents are still not cleaning up after their pets. Information on Mutual 22's

dog care and clean up was shared with the Board. Mrs. Martin was pleased with the information provided, and offered to prepare a draft that best suits our for consideration by the Board.

8. New Business

- a. Include roof trim cleaning as part of gutter cleaning process - Mr. Showalter stated that he will address future gutter cleaning requests with Clay Kenny as part of the process as well as cleaning of roof edges. Recent edge cleaning was done quickly and well by an individual engaged by the President.
- b. Approval of Budget for 2014 - Mrs. Martin moved approval of the 2014 budget as proposed. Upon motion duly made the Board unanimously agreed

RESOLVED, that the Mutual 10 Board of Directors approves the following: To accept the proposed budget for fiscal year 2014, as submitted.

Resolution #31, 9/26/13

- c. E-Cars - Implications of new cars that require electricity for charging was discussed. In response to a request from the Energy Advisory Committee, we will do an inventory via robo-call.
- d. Discussion of ABM - Mr. Showalter initiated discussion of the ABM process. The ABM seems designed to do too many things. Methods for making E-rating adjustments are a problem. Mr. Namovicz will ask the 3M Committee to consider the issue and make a recommendation.
- e. ABM 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 add a 8 X 12 insulated patio cover to existing 8X12 patio and add to Fascia but include rear posts to make free at 14652 Kelmscot Drive, unit 236-A, (Belke). All work must be done at the owner's expense. Work to be performed by Home Contractors.

Resolution #32, 9/26/13

RESOLVED, that the Board of Directors of Maryland Mutual No. Ten, Inc., approves an application for Building Modification to have 4 existing windows replaced with new energy efficient ones at 14646 Kelmscot Drive, unit 237-A, (Ciappin). All work must be done at the owner's expense. Work to be performed by Clay Kenney Improvement, Company.

Resolution #33, 9/26/13

9. LWCC BOD Actions- Mr. Namovicz commented that the Board should discuss important issues like the FEP before the BOD deals them. Mr. Eisenhower mentioned that topics that are brought before the BOD for discussion that requires action by the LWCC Board of Directors does not impact greatly since those issues are voted on at the LWCC BOD level. Their Board contribution is very minimal. Mr. Showalter asked about what decision was made by the BOD on the FEP. Mrs. Martin stated that the M10 Board discussed the Administration Building proposals at length when they were first presented. Mr. Namovicz reminded that the full FEP had been provided only in July, and had not been discussed by this Board.
10. Open Forum - Mrs. Gist suggested that residents remind visitors about the responsibility of cleaning-up after dog walking.
11. Next Meeting Date: The next regular meeting of the Board will be held on Thursday, October 24, 2013, at 9:30a.m. in the Sullivan Room of the Administration Building.
12. Adjournment: There being no additional business, the meeting was adjourned at 11:25 am.

Michael Showalter, President

ATTEST:

Bob Namovicz,
Secretary