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MARYLAND MUTUAL NUMBER TEN, INC.  
BOARD OF DIRECTORS REGULAR MEETING

Thursday, February 26, 2015 – 9:30AM

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held in the Sullivan Room of the Administration Building, 3701 Rossmoor Blvd, Silver Spring, Maryland on Thursday, January 22, 2015 at 9:27AM.

Members Present: Dora Pugliese, Vice President; Bob Namovicz, Secretary; Paul Eisenhaur, and Leroy Salazar, Directors

Present via Telephone

Conferencing: Janet Martin, Treasurer

Absent: Dotty VanScoyoc

Management: Kevin Flannery, General Manager; Marlene Smith, Mutual Assistant

1. **Call to Order** – Ms. Pugliese called the meeting to order at 9:30AM.
2. **General Manager's Report** – Kevin Flannery, General Manager, presented the General Manager's Report for February 2015. It was received, noted and made part of the record.
  - o The Audit process is complete, and should be sent to Audit Committee next week.
  - o The fiber optics installation is underway; future uses of it to be considered next.
  - o Property transfers continue to increase; January and February saw over 30 each month.
  - o Upcoming Transit Fair mentioned; a similar fair for Comcast is being discussed.Use of the anticipated surplus was discussed; Board Members want the surplus returned to Mutuels.
3. **President's Comments** – Ms. Pugliese reported that transition to her leadership is proceeding.
4. **Approval of the Agenda** – The Agenda was approved as presented.
5. **Approval of the Minutes** - The Minutes of the January 27, 2015 Board Meeting were approved as presented.
6. **Treasurer's Report & Invoices** –

Ms. Martin reported that Budget and Finance will be making a recommendation in March on what to do with the surplus. They may return the surplus to the mutuels.

- Delinquencies are at an all time low. Best shape ever seen at this point.
- Light month in Invoices.

**Invoices** -

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

To approve payment in the amount of \$18.00 to LWPPD for re-adjusting street sign at Lindsay Lane & Kelmscot Dr. (Mutual 10).

To approve payment in the amount of \$1000.00 to Malvin, Riggins & Co. for 2014 Audit (All Units).

To approve payment in the amount of \$227.50 to LWPPD for clearing drain line from the roof at 3302 Densmore Ct. (Newton).

To approve payment in the amount of \$2,750.00 to USI Insurance Services for liability insurance (All Units).

Mr. Namovicz made a motion to approve the invoices listed.

The Board unanimously agreed.

Mr. Namovicz moved approval of the Treasurer's Report; approved without objection.

**Resolution #40, February 26, 2015**

7. **Other Board Member Reports** –

A. Mr. Eisenhaur reported that the website is fine. The Rules are current on the site.

B. Mr. Namovicz summarized developments towards initiating Welcome Package distribution. Copies of Rules are now being provided electronically at Closings; a procedures list has been developed; packets for new residents over the last 6 months will be distributed next week, through Betty Eisenhaur.

C. Mr. Namovicz reported on Aluminum wiring. Research indicates that residents need not make changes. If Inspectors raise the question on re-sale, buyers are put in a difficult position. Lowest cost corrective actions are sufficient. The Energy Committee will be considering the issue again. There will be a further report next month.

8. **Old Business**

A. Mr. Namovicz and Mr. Salazar will look into refreshing the Lindsey sign.

B. Energy Subcommittee Audit – Mr. Salazar & Mr. Namovicz are still discussing plans for an E-rating audit.

C. A new catalog of park benches was circulated, and a bench model, costing under \$300 was selected. Ms. Pugliese will assure that a method for securing the bench to the ground will be assured before ordering.

9. **New Business**

A. President Pugliese presented her plan for organizing the Board. Board organization: Bob Namovicz: Roofs, gutters, downspouts, and fences; Paul Eisenhaur: LW BOD representing M10, website and robo-calls; Dotty VanScoyoc: social events; Leroy

Salazar: street, sewer problems, and sliding door replacements; Dora, termites, and landscaping; Betty Eisenhour: welcome packages; Bill Cave: legal issues; Janet Martin: Tidings Editor, Treasurer and supervising work orders.

- B. Ms. Pugliese appointed LeRoy Salazar for the interim to become Vice President, and this was confirmed without objection.

**Resolution #41, February 26, 2015**

- C. Mr. Showalter's resignation was accepted. Mr. Namovicz will draft a commendation; Ms. Pugliese will obtain an appropriate commendation device.

**Resolution #42, February 26, 2015**

- D. There being one self-nomination for the Board vacancy, Mr. Bill Cave was appointed for the remainder of this year. His nomination to complete the final year of Mr. Showalter's term will come to the Annual Meeting. There will be a RoboCall seeking nominations.
  - E. The Budget proposed by Ms. Martin was discussed. Allocations for sidewalk repairs, Patio Door replacements, and Maintenance expense will be watched for possible re-consideration as we go through the year, taking experience into account. The Treasurer will provide quarterly reviews for this. There was consensus that we should not further consider reimbursing residents who have already replaced their Patio Doors.
  - F. Gazebo – We will await response from Residents to the Tidings article; the Gazebo proposal will also be open for discussion at the Annual Meeting.
  - F. Preparations for the Annual meeting and the Board elections were discussed.
  - G. The Secretary will provide a summary of Board meetings to be included in future Tidings, in lieu of publishing Minutes.
10. ABMs –Approved as presented.
- 1) Healy – Lighting upgrade. Approved as presented.
  - 2) Nullmeyer – Front Door (change). Approved as presented.

**Resolution # 43, February 26, 2015**

- 11. Open Forum - Ms. Smith will share an analysis of hours spent on Mutual matters.
- 12. Adjournment - 10:50AM.
- 13. Next meeting March 26, 2015

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Bob Namovicz, Secretary

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Dora Pugliese, President