

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

Thursday, March 24, 2011

Res. #65 thru #69

A regular meeting of the Board of Directors of Maryland Mutual No. Ten, Inc. was held in the Sullivan Room, 3701 Rossmoor Blvd, Silver Spring, Maryland on Tuesday, March 24, 2011 at 9:30 a.m.

Members Present: John McMahon, President; Janet Martin, Treasurer; Joan Byrnes, Secretary; Pat Dunn, Director; Diane Ivan, Director; Dora Pugliese, Director; Mike Showalter, Director.

Management: Kevin Flannery, General Manager; and Cris Juarez, Mutual Assistant.

1. Call to Order: Mr. McMahon called the meeting to order at 9:26 a.m.
2. General Manager's Report: The General Manager's Report for March 2011 by Mr. Flannery was well received, noted, and made part of the record.
3. Approval of Minutes: The minutes of the February 1, 2011 meeting were approved as presented.
4. Committee Reports:
 - a. Fences: Mrs. Byrnes reported that the company that installed the fences will be coming into the property next week to perform a few repairs. Mr. Showalter stated that there was an incident where the gate latch for Mrs. Rutledge had been broken. Apparently, the gate had been left open during a period of high winds; the wind blew the gate and broke the latch. Mrs. Byrnes added that she spoke to Mrs. Rutledge and was advised that her daughter had fixed the latch. Mrs. Byrnes reminded residents that she still has a few plastic hangers available.
 - b. Landscape: Mrs. Pugliese reported that a lot of trees were damaged. She was not happy with the work that McFall and Berry did in picking up the fallen branches. She noted that she met with McFall & Berry last week and addressed her concerns; they agreed to give the Mutual a \$500 discount from the \$2,268 invoice.

Mrs. Pugliese reported that she received a few complaints that the trash trucks left oil spills on the concrete driveways. She suggested that Mrs. Dunn write a letter to the Vehicle Maintenance Department and ask that they not back up into the driveways when picking up the trash. Mrs. Dunn agreed.

Mrs. Pugliese stated that last year she received a \$2,000 allowance to purchase landscaping items; she asked if she could have the allowance again this year so she can purchase fertilizer. The Board agreed.

Mrs. Pugliese stated that she spoke to Mr. LaClere regarding a potential buyer of a unit in Lindsey Lane. The buyer complained that the home had two different color sidings. Mr. LaClere stated that the siding could be painted and that it would last approximately five years.

- c. Concrete: Mrs. Dunn reported that she has not received any complaints. She has begun walking the Mutual. Mr. Showalter added that the Reserve Study that will be conducted this year will provide recommendations for concrete and asphalt repairs.
- d. Gutters/Roofs: Mr. Showalter reported that John LaClere will be providing recommendations for what roofs need repairs and which need replacement. Mrs. Ivan asked who was responsible for ensuring that the comments in the roof inspection report are addressed. The Board discussed her concern and agreed that it is the Board's responsibility.

- 5. Treasurer's Report: Mrs. Martin reported that through February, the Mutual is running at a \$12,000 deficit. The deficit is due primarily to the cold weather in January. She also presented and reviewed the bills for payment. The Board discussed the bills. Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors approves the following expenses:

Amount	Payee	Description
\$ 266.00	Leisure World	Snaked out main sewer line from the roof- 3301 Densmore Ct (McCarthy)
\$ 82.50	Leisure World	Reattached gutters back to the house that was pulling away from the Building, also cleaned gutters- 14700 Lindsey Ln (Morse)
\$ 66.40	Leisure World	Repaired downspout that was leaking at front corner of house- 14625 Deerhurst Terr (Callaghan)
\$ 77.00	Leisure World	Repaired master bath shower and checked for leaks, repaired lean on hand held shower (hot water valve failed)- 3220 Ludham Dr (Kraermer)
\$ 191.60	Leisure World	Found leak coming through vent stack to roof, went onto roof and sealed around vent stack- 14628 Kelmscot Dr (Stovall)
\$ 62.00	Leisure World	Replaced siding on side of house- 14506 Kelmscot Dr (Oakes)
\$ 69.52	Leisure World	Mail 2011 Call for Candidates
\$ 77.00	Leisure World	Mail February 2011 Tidings
\$ 77.00	Leisure World	Mail March 2011 Tidings
\$ 69.52	Leisure World	Mail 2011 Notice of Annual Meeting
\$ 755.15	Leisure World	Insurance Claim (Resident Responsibility): water was

		leaking from the humidifier- 14502 Kelmscot Dr (Zahavi)
\$ 439.78	Leisure World	Insurance Claim (Resident Responsibility): Ice maker leaking inside the unit into pergo floor- 14709 Bigby Ct (Rutledge)
\$ 649.00	John Gist	Reimbursement for replacing the sliding glass door- 14615 Deerhurst Terr
\$ 782.93	Fadine Price	Reimbursement for cleaning sewer line out 120ft (went through roof, hit small roots)- 14660 Kelmscot Dr
\$ 378.98	Peggy Reynolds	Reimbursement for replacing garage door springs- 14801 Lindsey Ln

Resolution #66, 3/24/11

Mrs. Martin reported that Mrs. Amatucci's account has become delinquent. Mrs. Amatucci passed away and her son was making the payments. He has stopped. Ms. Juarez spoke to Mr. Amatucci and was notified that the bank will foreclose on the unit. Mrs. Martin will try to obtain a contact person from the bank.

The Board also discussed Ms. Kasper's account. Ms. Juarez stated that she spoke to Mrs. Hawse who is responsible for paying the condo fees. She had been in the hospital but stated that she would send payment right away.

Mrs. Martin reported that Reserve Advisors was chosen to perform the reserve study.

6. Old Business: None

7. New Business:

a. 2010 Draft Audit: The Board reviewed the 2010 draft audit. Upon motion duly made and seconded, the following resolutions were adopted:

RESOLVED, that the Mutual 10 Board of Directors accepts the 2010 Draft Audit as submitted by DeLeon & Stang.

Resolution #67, 3/24/11

b. Annual Meeting Refreshments: Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors approves refreshments for the 2011 Annual Meeting.

Resolution #68, 3/24/11

c. Montgomery County Grant: Mr. Showalter stated that Montgomery County is offering a grant to any company that does any energy conservation improvements. The grant pays 50% of a project up to \$75,000 for any improvements made by eligible parties. Mr. Showalter recommended that the Mutual submit the application. He noted that the Mutual can improve insulation. The Board

discussed the issue and agreed to appoint a sub committee. Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the Mutual 10 Board of Directors appoints Mike Showalter, Dora Pugliese and Janet Martin to a subcommittee to review, prepare and submit an application and submit it to Montgomery County for consideration.

Resolution #69, 3/24/11

8. Open Forum: The Board responded to questions and comments.
9. Adjournment – There being no further business to come before the Board, the meeting adjourned at 11:05 a.m.

John McMahon, President

ATTEST:

Joan Byrnes, Secretary