

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

Thursday, April 28, 2022 – 9:30 am

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held via Zoom/Sullivan Room in the Admin Building

Members Present: Jane Salzano, President; Bob Morrisson, Vice President; Valdon Butler, Treasurer; Paul Eisenhour, Secretary; and Flora Rowse, Director.

Management: Melissa Palaez, General Manager; Shanti Martin, Mutual Assistant

Guest: Mark Hurd, Marcia Harrad, Teresa Wolfe and Sue Morrisson

1. **Call to Order**- Jane Salzano called the meeting to order at 9:35 am
2. **Community Report** – Melissa Palaez presented the Community Report and discussed.
3. **Approval of Agenda**- The agenda were approved as presented.
4. **Approval of Minutes** – The regular minutes were approved.
5. **President Comments**- Jane Salzano greeted and thanked everyone for joining and stated that the Board Meetings are running much smoother.
6. **Audit Review**- Brenda Callejas from accounting reviewed the audit with the M10 board. Once the review was complete Ms. Jane asked everyone if they were in consensus for approval. Upon Motion duly made and seconded the board approved the audit.

Resolution #21-83, 4/28/2022

7. **Treasurer’s Report**- Valdon Butler report included:

Balance sheet as of 03/31/2022:

| | Actual | Budget | Variance |
|--------------------|---------------|---------------|---------------|
| Total Income | \$ 283,477 | \$ 276,762 | \$ 6,715 |
| Total expenses | \$ 333,755 | \$ 313,004 | \$ < 20,751 > |
| Income / <Deficit> | \$ < 50,278 > | \$ < 36,242 > | \$ < 14,036 > |

Cash Investment statement:

Total Reserves \$ 1,019,007 (Total less operating funds)

- A. **Invoices:** After discussion, upon motion duly made, the Board agreed to approve payment of the following invoices:

| Vendor | Inv. Date | Invoice # | Work | Address | Name | Amount |
|----------------------|-----------|-----------|---|-------------------|------|----------|
| McFall & Berry | 8/31/2021 | 211592 | Tree work performed at 14601 Deerhurst Terr | M10 | M10 | 225.00 |
| McFall & Berry | 9/30/2021 | 211607 | Create french drain at Kelmscot | M10 | M10 | 1,590.00 |
| McFall & Berry | 6/29/2021 | 210333 | Remove overhanging limbs from cherry tree | 14802 Lindsey Ln. | M10 | 150.00 |
| McFall & Berry | 6/23/2021 | 210243 | Deer repellent applied 5/10 5/27 | M10 | M10 | 90.00 |
| McFall & Berry | 6/30/2021 | 210338 | Deer repellent applied 6/6 6/18 6/29 | M10 | M10 | 135.00 |
| M Type-M10 | 3/30/2022 | 209448 | roof vent | M10 | M10 | 372.00 |
| American Leak Detect | 4/19/2022 | MD-3562 | Leak on main domestic water pipe. | M10 | M10 | 950.00 |

Resolution #21-81, 4/28/2022

- B. **Reimbursement:** Upon Motion duly made the board was in consensus to reimburse Flora Rowse in the amount of \$117.78 for Annual Meeting supplies.

Resolution #21-82, 4/28/2022

8. **Reports - The Board of Directors:**

- A. Maintenance Report, Bob Morrisson (**Please see attached**)

9. **Unfinished Business:**

- A. Annual Meeting Reconvene Date: The Annual Meeting Reconvene Date is set for Thursday May 26, 2022, at 9:30 am in the Sullivan Room.

10. **New Business:**

- A. Reimbursement for Sims: Upon motion duly made and seconded the M10 board approved reimbursement up to \$700.00 for pod removal.

Resolution #21-83, 4/28/2022

- B. Invoice Procedure: Upon motion duly made and seconded the board was in consensus to approve Valdon Butler or Bob Morrisson to approve invoices up to \$1,000.00.

Resolution #21-84, 4/28/2022

- C. EV Charger Usage: Resolution 21-79 permits owners to install an Electric Vehicle charger in their garage, however there are specific requirements including the owner checking with their insurance company. The board will need to determine how to bill and collect EV charging.

- D. Resolution amendment: Upon motion duly made and seconded the M10 board was in consensus to amend resolution #21-72 dated 1/27/2022 “to approve payment of invoice#2119 dated 2/22/22 from J &M Construction LLC. The board will approve up to \$5,000.00 for this invoice.” **Resolution #21-85, 4/28/2022**

11. **Next Meeting:** Thursday May 26th at 9:30am in the Sullivan Room.

12. **Adjournment-** There being no additional business, the meeting adjourned at 11:06 a.m.