

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

Thursday, April 25, 2019 – 9:30 am

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held in the Sullivan Room of the Administration Building, 3700 Rossmoor Blvd, Silver Spring, Maryland on Thursday, April 25, 2019 at 9:30am.

Resolutions: #7-#8

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Paul Eisenhaur, Secretary; Dotty VanScoyoc, Director; Cathy Kyle, Director; Dora Pugliese, Director

Members Absent: Janet Martin, Treasurer.

Management: Kevin Flannery, General Manager; Kenia Ibanez, Mutual Assistant

Visitors: Sara Gordon, Bob Namovicz.

1. **Call to Order**- Ms. Salazar called the meeting to order at 9:30 am.
2. **General Manager's Report**- Kevin Flannery presented the General Manager's report for April 2019. All questions and comments were responded to by Mr. Flannery.
3. **Approval of Agenda**- Agenda was approved as presented.
4. **Approval of Minutes** – The Minutes of March 28, 2019 were approved as presented.
5. **Approval of Organization Meeting Minutes** – The Minutes of April 16, 2019 were approved as presented.
6. **President Comments**- Ms. Salazar's report included: (1) The Annual Meeting was successful. (2) All but 10 units have been inspected by Kolb Electric and they are currently calling those residents again to schedule. (3) All but 9 units have had their Dryer Vents Cleaned and PPD will be individually scheduling at the bulk rate. (4) Power washing will start on Monday, April 29th with a Robo call going out to remind residents. (5) All shut off valves will be asked to be opened and any leaking issues with the valves will be replaced as well as the spigot. (6) She has been working with the Leisure World Social Workers on a hoarding issue that currently has been turned over to the Leisure World liaison with the Montgomery County Health and Human Services. (7) She has contacted the owners for a vacant unit, and they have assured her that starting next week they will make sure the unit is not infested with mice or has any mold. After they inspect the unit, they will decide on either renting or selling the property.

7. **Treasurer's Report**- Ms. Salazar read the following from Ms. Martins written report for the month of March "Well, the good news is we are right on budget year-to-date. The bad news is that means we have a deficit of \$32,984. Not to panic, however. This is where we are every year at this time and I fully expect we will make it up during the year. April results should be much better than the \$8,723 deficit in March. We're actually doing a bit better (4.4%) on electricity than we did last year so that's a positive". She also mentioned on the \$4 delinquency that the resident said she would take care of, but Ms. Martin will contact her again.

A. **Invoices**- After discussion, upon motion duly made and seconded, the Board agreed:

To approve payment of **\$3,268.00 to LWMC PPD, Invoice #152089** for dryer vent cleaning in Mutual 10.

To approve payment of **\$1,000.00 to Malvin, Riggins & Company, P.C., Invoice #** for Final billing in connection with annual audited financial statements and related tax returns, to include conferences as required.

To approve payment of **\$45.00 to J&M Construction Solutions LLC, Invoice #1733** to report roof debris, inspected and found one cap shingle with hole in it and replaced at 14600 Deerhurst Terr.

To approve payment of **\$45.00 to J&M Construction Solutions LLC, Invoice #1734** to report a leak around dining room vent and inspected roof at 3303 Densmore Ct.

To approve payment of **\$520.00 to Clarksburg Plumbing, L.L.C, Invoice #8587040819** at 3309 Densmore Ct.

To approve payment of **\$77.00 to LWMC PPD, Invoice #152208** to remove bent pole from dirt, dug out a hole and reinstalled new pole with existing sign.

To approve payment of **\$66.76 to Theodora Pugliese** for reimbursement for purchase of animal repellent and deer netting.

To approve payment of **\$174.00 to Fred C. Johnson., INC, Invoice #53514** for reported garage that won't fully close and leaves a 2" gap at 14607 Kelmscot Dr.

To approve payment of **\$1,656.00 to Arbor Landscapers, Inc., Invoice #24871** for plants

RESOLUTION #7, 4/25/19

8. **Correspondence**- None.

9. **Reports- The Board of Directors**-

- A. Ms. Pugliese- Ms. Pugliese reported that the yard inspections will be completed next week. By the end of this month, she and McFall and Berry will be inspecting the trees and smaller trees have been planted to replace the trees that where removed.
- B. Ms. Kyle- None
- C. Ms. VanScoyoc- Ms. VanScoyoc thanked the Hospitality Committee for all their work on the annual meeting lunch set up. She has discussed-with Ed Richardson the June 21st picnic and he requested payment upfront before the night of the event.
- D. Mr. Eisenhaur- Mr. Eisenhaur mentioned to Ms. Kyle she is to take the CCOC online training within the 90 days of being elected. He also asked about a mutual reserve study and Mr. Salazar reported that it was discussed with Ms. Martin that a reserve study is not necessary because of the work she does. The mutual has a good idea what the future expenses will be.
- E. Mr. Salazar- Mr. Salazar reported that the maintenance committee met on Tuesday, April 23rd to select which concrete will be replaced and an emailed list was sent to J&M of roofs needing replacement for this year.

10. **Unfinished Business** – None.

11. **New Business** –

- A. Surplus Resolution – After discussion, upon motion duly made and seconded the Board agreed:

It is hereby resolved that \$30,000, representing the 2018 surplus, be transferred to the Replacement Reserve from the Prior Year Surplus Account.

RESOLUTION #8, 4/25/19

12. **Open Forum**-

Bob Namovicz – (1) He mentioned that the Mutual should look into the benefits of depreciation on our capital property (2) He summarized his letter submitted to the LW News about his main concern of a disconnection between mutual elections and the way the LWCC Board organizes themselves. He suggested adopting a mutual wide election for a LWCC Representative in October before the LWCC Board election in January (3) He reported that residents aren't aware that the LW Newspaper keeps growing because it has been very successful in providing advertisement opportunities and as a result Leisure World collects around \$25,000 to \$35,000 per issue for advertising.

13. **Next Meeting**- May 23, 2019 at 9:30AM; Sullivan Room, Administration Building

14. **Adjournment**- There being no additional business, the meeting was adjourned at 10:27 AM

Paul Eisenhaur, Secretary

Peggy Salazar, President