

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

Thursday, April 23, 2020 – 9:30 am

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held via Telephone Conference on Thursday, April 23, 2020 at 9:30am.

Resolutions: #20-06

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Susan Ascencio, Treasurer; Paul Eisenhour, Secretary; Dotty VanScoyoc, Director; Cathy Kyle, Director; Christine Petersen, Director.

Management: Kenia Ibanez, Mutual Assistant

1. **Call to Order**- Ms. Salazar called the meeting to order at 9:30 am
2. **Approval of Agenda**- Agenda was approved as presented.
3. **Approval of Minutes** – The Minutes of March 26, 2020 were approved as amended.
4. **President Comments**- Ms. Salazar’s report included: (1) She reported that the unit owner of 14707 Lindsey Lane informed Ms. Salazar that she and her husband are planning to rent out the unit for two years before moving in themselves. (2) The Annual Meeting is planned for late June in clubhouse II activities room, switched to the Clubhouse II activities room, in case social distancing is still required. It is enough space where chairs can be spread out.
5. **Treasurer’s Report**- Ms. Ascencio’s report included: (1) She reported that the mutual has an income of \$279,865 and expenses of \$309,477 and an excess of \$29,612. (2) The electricity bill for March came in higher than planned but overall utility costs are still anticipated to be at or under budget for the year. (3) There were three delinquencies for the month of March, and she has been working with Ingrid on contacting the residents.

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

To approve the reimbursement of **\$150.00 to Leroy Salazar** for brick work after fence replacement by Carols Gavidia at 14708 Bigby.

To approve payment of **\$100.00 to J&M Construction Solutions LLC, Invoice #1851** to refasten all metal ridge vents on both units at 3226 Ludham (Bochinski).

To approve payment of **\$100.00 to J&M Construction Solutions LLC, Invoice #1852** to patch roof over garage door area at 14607 Kelmscot (Sohn).

To approve payment of **\$100.00 to J&M Construction Solutions LLC, Invoice #1853** to Patch roof over garage room at 14530 Kelmscot (Copper).

To approve payment of \$4,450.00 to J&M Construction Solution LLC, Invoice #1855 for garage flat roof at 14620 Deerhurst (Eisenhaur).

To approve payment of \$1,384.00 to J&M Construction Solution LLC, Invoice #1856 to strip in metal at 14622 Deerhurst (Reiss).

To approve payment of \$4,450.00 to J&M Construction Solution LLC, Invoice #1857 for garage flat roof at 14545 Kelmscot (Warring).

To approve payment of \$1,384 to J&M Construction Solution LLC, Invoice #1858 to strip in metal at 14547 Kelmscot (Fleischer).

To approve payment of \$4,450 to J&M Construction Solution LLC, Invoice #1860 for garage flat roof at 3225 Ludham (Hawes/Cole).

To approve payment of \$1,384 to J&M Construction Solution LLC, Invoice #1861 to strip in metal at 3227 Ludham (Boyer).

To approve payment of \$1,554.50 to PPD, Invoice #175596 for bathroom back up at 14621 Deerhurst (Barrion).

To approve payment of \$2,550.00 to Arbor Landscapers, Invoice #29813 to plant trees to replace those removed in fall in the mutual.

RESOLUTION #20-06, 04/23/20

6. **Correspondence** – None.

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

- A. Mr. Salazar – (1) He reported that the garage roofs are almost done, and the next are the main roofs. (2) He also reported that Brothers' concrete price went up by 25 cents a square foot and they will be looking into getting a quote for the mutual.
- B. Mr. Eisenhaur – (1) The Mutual website is looking fine. (2) He also reported that the LW community, largely is shut down in many areas, and is still functioning in basic areas to maintain the community. Contract work of scheduled maintenance projects have continued since trust buildings are shut down to residents. Many business operations continue as many employees are telecommuting. (3) He also reported on 2 known cases of Covid-19 in the community, in Mutuals 19A and 20A.
- C. Ms. VanSocycoc – (1) All Mutual 10 social events have been put on hold.
- D. Ms. Petersen – (1) She reported at this time, several trees have been identified for replacement. (2) She also reported that the annual spring appraisal of landscape needs in the mutual will be conducted by our Landscape Committee and McFall & Berry as soon as the

health crisis abates. (3) She asked the Board for permission to bring in a landscaper to clean up a resident's yard and send him the bill. The resident has been notified via letter and has one more week to take care of the yard himself. Ms. Salazar provided her with the resident's daughter's number to contact before bringing in a landscaper.

- E. Ms. Kyle – (1) She mentioned her effort to recruit back-ups for newspaper delivery will continue once the health crisis has passed. (2) She also reported that the LWNews deliveries have continued uninterrupted and hopefully that will last.

8. **Unfinished Business:**

- A. 2019 Audit – The Board discussed the 2019 audit. After discussion, upon motion duly made and seconded, the Board agreed:

To approve the 2019 Audit as presented.

RESOLUTION #20-07, 04/23/20

9. **New Business:** None.

10. **Open Forum** - None.

11. **Next Meeting-** May 28, 2020 at 9:30AM; Sullivan Room, Administration Building

12. **Adjournment-** There being no additional business, the meeting was adjourned at 10:34 a.m.

Paul Eisenhaur, Secretary

Peggy Salazar, President