

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

Thursday, August 26, 2021 – 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, Cathy Kyle, Director; Christine Petersen, Director, Susan Ascencio, Director.

Visitor: Sue Morrisson, Mr. & Mrs. Tom

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

1. **Call to Order**- Ms. Salzano called the meeting to order at 9:31 am
2. **General Manager** – Crystal Castillo presented the August Manager’s report.
3. **Approval of Agenda**- The agenda were approved.
4. **Approval of Minutes** – The regular minutes were approved.
5. **President Comments**- Ms. Salzano greeted everyone.
6. **Treasurer’s Report**- Mr. Butler’s report included: (1) Total Income: \$708,116, Total Expenses \$710,207, Income/Deficient \$2,091, Variance from budget \$18,701 and total in reserves \$1,321,402.

A. **Invoices**: After discussion, upon motion duly made, the Board agreed to approve payment of the following invoices: **Resolution #21-51, 8/26/2021**

Vendor	Inv. Date	Invoice #	Work	Address	Name	Amount	APPV'D
J&M Construction Solutions LLC	8/9/2021	2025	Reframed overhang by the AC, reinstalled sofffit, cap and gutter	33606 Densmore	Harris	\$400.00	res # 21-51
M-TypePPD	8/9/2021	196807	woek performed per Mr. Morrison cleared leaves and debris from catch basin	14558 Kelmscot Drive #187-B	Jane Salzano	\$63.75	res # 21-51
McFall & Berry Landscape	5/17/2021	211272	remove planting around electric box supply and install seed/curlex to disturbed area	14806 Linsdey Lane	Mutual 10	\$200.00	res # 21-51
Total						\$663.75	

- B. Reimbursement for Bob Morrisson in the amount of \$45.56 for supplies, reimbursement for Christine Petersen in the amount of \$325.00 for purchase of tree and Flora C. Rowse in the amount of \$32.66 for purchase of a 30-cup coffee mug for the hospitality committee. Upon motion duly made and seconded, the Board agreed to approve all three payments totaling \$403.22.

**Resolution #21-50 8/26/2021**

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

- A. Ms. Christine is received a lot of phone calls regarding the grass and weeds in Mutual 10. Ms. Christine will be walking with Aaron in September to inspect the trees for the mutual.
- B. Ms. Kathy –Everything is running smoothly. Always looking for volunteers
- C. Mr. Paul- Website is looking great, agreed to set-up account for admin to receive invoices.

8. **Unfinished/Old Business:**

- A. Historical data update: Bob Morrisson is working on historical data.
- B. DeRosa ABM: Upon motion duly made and seconded the board approved ABM for Mr. and Mrs. Michael P. DeRosa.

**Resolution #21-52, 8/26/2021**

9. **New Business: (A-G Reports from Bob Morrisson)**

- A. PPD Improvements: Still in progress.
- B. Vendor Insurance: Still in progress.
- C. Vendor Documents: Still in progress.
- D. Nancy King Flood: this has been taken care of.
- E. Storm Drain rebuilding, 21-016 (Salzano): Still in progress, Proposal was approved but work has not begun.
- F. Freeman Walkway, 21-018: Still in progress
- G. Damaged downspouts 21-064-(apple) 21-072 (Steele): Approved to pay for damages.
- H. McFall and Berry Proposal: Upon motion duly made and seconded the board approved McFall and Berry Proposal in the amount of \$1,590.00 Proposal: L21364ME.

**Resolution #21-53, 8/26/2021**

10. **Resale Fee:** Upon motion duly made and seconded the approved raising the Leisure World Resale Fee from 2% to 3%.

**Resolution #21-54, 8/26/2021**

11. Director, Susan Ascencio resigned from the board effective 8/30/2021. Upon motion duly made and seconded the board appointed Flora (Chris) Rowse as a Director of the board.

**Resolution #21-55, 8/26/2021**

12. **Next Meeting:** Thursday September 23, 2021, 9:30AM.

13. **Adjournment-** There being no additional business, the meeting adjourned at 11:16 a.m.