

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

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Thursday, January 25, 2018 – 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, 3701 Rossmoor Blvd, Silver Spring, Maryland on Thursday, January 25, 2018 at 9:30am.

Resolutions: #26, #27

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Dotty VanScoyoc, Director; Janet Martin, Treasurer; Dora Pugliese, Director; Paul Eisenhour, Secretary; Sara Gordon, Director

Management: Melissa Pelaez, Dr. Mutual Services; Roberta Carter, Mutual Assistant

Visitors: Bob Morrison Bob Namovicz, Colleen Fitzpatrick, Cathy Kyle, Eileen Kane

1. **Call to Order**- Ms. Salazar called the meeting to order at 9:30 am.
2. **General Manager's Report**- Melissa Pelaez presented the General Manager's report for January 2018. All questions and comments were responded to by Ms. Pelaez.
3. **Approval of Agenda**- Agenda was approved as presented.
4. **Approval of Minutes** – The Minutes of December 7, 2017 were approved as presented.
5. **President Comments**- Ms. Salazar's report included: (1) The Sub-committee submitted their final findings for quorum percentage & rental restrictions to the Board. (2) An informational meeting for residents will be held in March, for them to ask questions and share thoughts. (3) The Board thanked the sub-committee members who worked hours on this task and went above and beyond.
  - A. **Treasurer's Report**- Ms. Martin reported that the mutual ended 2017 with a respectable surplus of \$52,244. There was a loss in December of \$16,089 but it was anticipated and differed from the budget by only \$475.
  - B. **Invoices**- After discussion, upon motion duly made and seconded, the Board agreed:

To approve payment of \$220.00 to Quality Window & Door Invoice# 39673 for the labor tune up at 3234 Ludham Dr. (Boyer)

To approve payment of \$1,370.00 to Fred C. Johnson Invoice# 45342 for garage door replacement at 14642 Kelmscot Dr. (Death)

To approve payment of \$2,700.00 to K&M Construction Solutions LLC. Invoice# 1520 to clean 54 gutters/ 54-man hours for Mutual 10 homes.

To approve payment of \$976.00 to Clarksburg Plumbing LLC Invoice# 4140122517 for Christmas Day emergency at 14620 Deerhurst Terr. (Eisenhour)

To approve payment of \$2,500.00 to Travelers USI Insurance Services Acct# 5790M9148 for Liability Policy Renewal. (Mutual 10)

To approve payment of \$500.00 to Malvin, Riggins & Company, P.C. Invoice# 1000069576 for the services rendered for LWM- Mutual 10 Audit. (Mutual 10)

**RESOLUTION # 26, 1/25/18**

To approve payment of \$1,704.60 to Leisure World Insurance (Date of Occurrence: 8/14/17) Invoice# 1708142; Master bedroom floor was damaged from water, source not yet located. (Date of Occurrence: 8/14/17) at 14620 Kelmscot Dr. Unit 199-A. (Bowersox)

**RESOLUTION # 27, 1/25/18**

6. **Correspondence-** None

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

- A. **Mr. Eisenhour-** Mr. Eisenhour stated the importance of residents opting-in to receive text messages from the outgoing Robo-call system. The steps involved can be done on their cell phones. Detailed instructions on how to do this will be provided in the February Tidings.
- B. **Ms. Gordon-** No report.
- C. **Ms. VanScoyoc-** Ms. VanScoyoc stated there will be a pre-annual meeting luncheon provided at the April 16<sup>th</sup> Annual Meeting, Board approved.
- D. **Ms. Salazar-** No report.
- E. **Ms. Pugliese-** No Report.
- F. **Mr. Salazar-** Mr. Salazar stated he has been in contact with the Fire Marshal to possibly review the placement of curb painting markings. Updating the curb markings will allow more parking spaces for residents and their guests.
- G. **Ms. Martin-** No report.

8. **Unfinished Business** –

A. Update- Metal Sign Replacement- Ms. Pugliese will contact the contractors to finish their work once the weather changes. They will be placing the new signs in concrete for stability.

9. **New Business** –

A. How to Proceed with Finished Sub-Committee Findings- Ms. Salazar stated a small work group was created of President Salazar, Janet Martin and Dora Pugliese (volunteers) to review the findings & recommendations from the sub-committee researching quorum % lowering for annual meetings & rental restrictions. Recommendations will be presented to Board members at the Feb. 22 board meeting, and Mutual 10 residents on March 7, 2018.

B. April Elections- Annual Meeting will be held on April 16, 2018 and the following candidates are up for reelections; Dora Pugliese, Dotty VanScoyoc, Paul Eisenhour and Peggy Salazar.

10. Open Forum- Bob Namovicz commended the Board on the decision to change the trim above the gutters to an appealing color.

11. Next Meeting- February 22, 2018 at 9:30AM; Clubhouse I (Room TBD)

12. Adjournment- There being no additional business, the meeting was adjourned at 10:49 AM

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Paul Eisenhour, Secretary

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Peggy Salazar, President