

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

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Thursday, May 24, 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, 3700 Rossmoor Blvd, Silver Spring, Maryland on Thursday, May 24, 2018 at 9:30am.

Resolutions: #7-#9

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

Absent Member: Janet Martin, Treasurer

Management: Kevin Flannery, General Manager; Roberta Carter, Mutual Assistant

Visitors: Bob Morrisson, Stan Labovich, Carole Gist

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 May 2018. 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 April 26, 2018 were approved as presented.
5. **President Comments**- Ms. Salazar stated garage door replacement will be completed soon.
6. **Treasurer's Report**- Dawn Gaynor reported on behalf of Janet Martin that April finances were essentially breakeven. Warmer weather should make utility costs go down since air conditioning is less of a cost than heat.
  - A. **Invoices**- After discussion, upon motion duly made and seconded, the Board agreed:
    - To approve payment of \$520.00 to Clarksburg Plumbing, LLC, Invoice# 5422051518 for the snaking; clearing the stoppage from the roof at 3401 Hallaton Ct.
    - To approve payment of \$11.75 to LW Postage for mailing of Mutual 10 May Tidings to non-resident owners.
    - To approve reimbursement payment of \$55.05 to Leroy Salazar for the purchase of misc. supplies at 14808 Lindsey Lane, Unit# 226-A.

To approve reimbursement payment of \$89.51 to Dora Pugliese for the purchase of plants for Mutual 10 at 14507 Kelmscot Dr., Unit# 162-B

To approve payment of \$5,874.00 to Abor Landscapers Inc., for the Conservation Hill Planting for Mutual 10.

To approve payment of \$7,354.95 to Airport View Signs, for the installation of street signs; white vinyl lettering on 2 sides, colors of metal TBD, 2" aluminum tubing post, powder coated for Mutual 10.

**RESOLUTION# 7, 5/24/18**

- B. **Money Market Account-** After Board discussion, upon motion duly made and seconded, the Board agreed:

The Board of Directors for Mutual 10 hereby directs the accounting staff to transfer a total amount of \$100,000 from Sona Bank to open a Money Market account at the highest rate given.

**RESOLUTION# 8, 5/24/18**

7. **Correspondences-**

- A. ABM- 14500 Kelmscot Dr. Unit 172-A- After Board discussion, upon duly made and seconded, the Board approved the following:

Mutual 10 Board of Directors approved ABM submitted from Mr. & Mrs. Labovich, at 14500 Kelmscot Dr., Unit# 172-A, for replacement of windows. Work performed by Window World of DC.

**RESOLUTION#9, 5/24/18**

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

- A. **Mr. Eisenhaur-** Mr. Eisenhaur stated that the updated mutual rule about leasing is now on the portal and the bylaw change for annual meeting quorum percentage will be finalized and updated with Montgomery County.
- B. **Ms. Gordon-** No report.
- C. **Ms. VanScoyoc-** Ms. VanScoyoc stated there will be a picnic on the Lanai June 22<sup>nd</sup>. The Lanai is located in Clubhouse I by the outside pool, tickets are \$12 per person and payable by check only at the E&R Office.
- D. **Ms. Salazar-** No report.

- E. Ms. Pugliese- Ms. Pugliese stated there are several foundation plantings that needs to be corrected, letters will be sent out to those owners for corrections.
- F. Mr. Salazar- Mr. Salazar's report included: (1) There are quite a few older roofs (20+ years) in need of replacement, which will be a costly project. (2) There will be a trial run with Victor Hantayhua to power wash 4 unit fences/homes to make sure his work is up to standards.
- G. Ms. Martin- No report.

9. **Unfinished Business** –

- A. Rules Revision Committee Membership- Ms. Salazar suggested that residents of the mutual should be included in the revision of rules. She will solicit volunteers through The Tidings.

10. **New Business** –

- A. Power Washing; few units to check the work of bidder- Ms. Salazar stated she contacted a company (Victor Hantayhua) who will conduct a trial cleaning on some of the worst homes to witness the outcome before moving forward.
- B. Dedicated Money; from garage door budget for unit anomalies- After discussion, the board agreed to continue with the dedicated funds from the garage door replacement fund for any anomalies that are found (such as a fake garage door with a bonus room behind, which needs vinyl siding to hide).

11. **Open Forum**- After discussion, the Board decided to not participate in this year's July 4<sup>th</sup> parade, due to the closeness of the mutual picnic on the Lanai.

12. **Next Meeting**- June 28, 2018 at 9:30PM; Sullivan Room, Administration Building

13. **Adjournment**- There being no additional business, the meeting was adjourned at 11:15AM

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Paul Eisenhour, Secretary

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Peggy Salazar, President