

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

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Thursday, March 28, 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, March 28, 2019 at 9:30am.

Resolutions: #38-#40

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

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

Visitors: Stanley Labovich, Larry & Binky Westervelt, Cathy Kyle, Robert Morrisson

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 March 2019. All questions and comments were responded to by Mr. Flannery.
3. **M10 2018 Audit Review Presentation- Brenda Callejas**- After discussion, upon motion duly made and seconded, the Board approved:

Board of Directors for Maryland Mutual 10; Condominium of Rossmoor, Inc. accepts the Draft 2018 Audit, that was presented by Brenda Callejas; Assistant Director of Accounting.

## **RESOLUTION #38, 3/28/19**

4. **Approval of Agenda**- Agenda was approved as amended: To add Mutual 10 Audit Review & Approval after the General Managers report.
5. **Approval of Minutes** – The Minutes of February 28, 2019 were approved as presented.
6. **President Comments**- Ms. Salazar's report included: (1) Perfect Touch will begin power washing the homes the end of April (2) Kolb Electric has completed the inspections of 68 homes' electric panels (90 to go). There was a small percentage that had electrical issues, which the Board authorized Kolb Electric to correct.
7. **Treasurer's Report**- Ms. Martin reported for the month of January the finances were low, which resulted in a deficit for the month. Finances year-to-date are ahead of the budget.

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

To approve payment of **\$365.00 to J&M Construction LLC, Invoice #1726** for the siding repairs replacement on right side of garage at 14514 Kelmscot Dr.

To approve payment of **\$100.00 to J&M Construction LLC, Invoice #1724** for garage roof leaks. Checked entire perimeter of garage at edges at 3201 Ludham Dr.

To approve payment of **\$1,800.00 to Arbor Landscapers, Invoice # INV24406** for drainage swale at 14631 Deerhurst Terr.

To approve payment of **\$77.00 to LW PPD, Invoice #150110** the attic was searched and two areas on the roof were found to be leaking at 14628 Kelmscot Dr.

To approve payment of **\$1,500.00 to Malvin, Riggins & Company, P.C Invoice #1000079607** for progress billing in connection with annual audited financial statements and related tax returns, to include conferences as required.

To approve payment of **\$60.00 to Victor Antayhua** for interior painting; water stain inside garage ceiling. Work completed on 3/6/19 at 3201 Ludham Dr.

To approve payment of **\$3,800.00 to Structa-Bond of Maryland, Ltd.** to repair the concrete floor slab as required in accordance with March 11, 2019 proposal at 3408 Hallaton Ct.

To approve payment of **\$365.00 to Clarksburg Plumbing, Invoice #827031219** for Root X/Hand Auger snaking at 3309 Densmore Ct.

**RESOLUTION #39, 3/28/19**

8. **Correspondence**- None.

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

A. **Mr. Eisenhaur**- Mr. Eisenhaur stated the Mutuals' website is looking good.

B. **Ms. Gordon**- None

C. **Ms. VanScoyoc**- Ms. VanScoyoc discussed with the Board to receive an amount to subsidy the cost of the events planned by the Hospitality Committee. Board agreed to provide the subsidy before each event, once VanScoyoc knows the cost.

D. **Ms. Salazar**- None

E. **Ms. Pugliese**- Ms. Pugliese mentioned that the crab grass on the hill at Lindsey and Kelmscot was addressed.

F. Mr. Salazar- Mr. Salazar stated the assessment of concrete that needs replacing has been completed and work will begin when it's warmer.

G. Ms. Martin- No report

10. **Unfinished Business** –

A. Kolb Electric- After discussion, the Board agreed to have Kolb Electric make the necessary repairs after all inspections have been completed and report to the board.

**RESOLUTION #40, 2/28/19**

11. **New Business** –

A. Deer Repellent Applications- After discussion, Board agreed that the Deer repellent service offered by McFall & Berry is not necessary.

B. Hospitality Committee Budget- After discussion, Board agreed to allocate funds to the Hospitality on an as needed bases to cover the planned events for the year.

12. **Open Forum**- None

13. **Next Meeting**- April 25, 2019 at 9:30AM; Sullivan Room, Administration Building

14. **Adjournment**- There being no additional business, the meeting was adjourned at 11:05AM

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Paul Eisenhour, Secretary

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Peggy Salazar, President