

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

Thursday, July 28, 2022 – 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; Christine Petersen, Cathy Kyle & Flora Rowse, Directors.

Management: Melissa Pelaez, Assistant General Manager; Shanti Martin, Mutual Assistant

Guest: Mark Hurd and Sue Morrisson

1. **Call to Order**- Jane Salzano called the meeting to order at 9:36 am
2. **Vote for Closed Session**- M10 Board of Directors were in consensus for a close session after the board meeting.
3. **Community Report** – Melissa Pelaez presented the Community Report.
4. **Approval of Agenda**- The agenda were approved as presented.
5. **Approval of Minutes** – The regular minutes were approved as presented.
6. **President Comments**- Jane Salzano greeted and thanked everyone for joining.
7. **Treasurer's Report**- Valdon Butler report included
- 8.

## Balance Sheet (Current)

06/30/2022	Actual	Budget	Variance
Total Income	\$ 642,465	\$ 553,524	\$ 88,941
Total expenses	\$ 694,809	\$ 586,545	\$ < 108,264>
Income / <Deficit>	\$ < 52,344>	\$ < 33,021>	\$ < 19,323>

## Cash Investments:

Total Reserves \$ 1,013,919 (Total less operating funds)

**Balance Sheet (Prior)**

	05/31/2022	Actual	Budget	Variance
Total Income	\$ 479,331	\$ 461,270	\$ 18,061	
Total expenses	\$ 517,531	\$ 495,139	\$ < 22,392>	
Income / <Deficit>	\$ < 38,200>	\$ < 33,869>	\$ < 4,331>	
Cash Investments:				
Total Reserves	\$ 1,059,130	(Total less operating funds)		

**Invoices:** After discussion, upon motion duly made and seconded, the Board was in consensus to approve payment of the following invoices:

Vendor	Inv. Date	Invoice #	Work	Address	Name	Amount
M-Type	6/29/2022	213120	Installed hose to the front sillcock	14609 Deehurst	M10	47.00
M-Type	7/19/2022	214628	repaired silcocks on patio and front door hose	14658 Kelmscott	M10	382.37
M-Type	7/19/2022	214758	checked back ups in units 235-A and 235-B	14660 Kelmscott	M10	190.76
M-Type	6/30/2022	213803	Located the shut off for the rear hose bib	14521 Kelmscott	M10	47.00
Regional Pest Management	6/22/2022	133165	Termite Service	14626 Deerhurst	M10	2,996.00
J&M Construction	6/27/2022	2180	Gutter Cleaning	Mutual 10	M10	3,120.00
McFall & Berry	3/31/2022	214805	Provide applications of preem to all lawn areas	M10	M10	7,840.00
McFall & Berry	2/28/2022	214318	14521 Kelmscot Drive (Front side of unit)	M10	M10	550.00
McFall & Berry	7/13/2022	216828	Kelmsot Well drain and soil install	M10	M10	1,030.23
McFall & Berry	6/23/2022	216331	Watering Service 5, 10, 24, & 31	M10	M10	126.00
McFall & Berry	7/13/2022	216830	Shrub Removal & mulch bed removal then seed	M10	M10	393.90
McFall & Berry	7/13/2022	216829	Supply and Install 1 1/2 yards of topsoil mix	3315 Densmore Ct.	M10	390.00
McFall & Berry	7/15/2022	216865	Apply deer repellent on 6/7, 6/17, 6/27	M10	M10	135.00
McFall & Berry	7/15/2022	216851	water plant material 6/2, 9, 17, 23, 29	M10	M10	378.00

**Resolution #22-20, 7/28/2022**

**CD:** Upon Motion duly made and seconded the board was in consensus to open a treasury direct account to invest in treasury bills. **Resolution #22-21, 7/28/2022**

Upon Motion duly made and seconded the board was in consensus to redeem the cd from Gateway First Bank and invest at the best available rate for 12 months. **Resolution #22-22, 7/28/2022**

**9. Unfinished Business:**

- A. How to collect fees for EV Charging: Bob Morrisson will provide a document with instructions on charging residents.

10. **New Business/Maintenance Report:**

- A. By law revision: The board discussed lowering the bylaws quorum to 25% per Mr. Kimble.
- B. ABM Approval: Upon Motion duly made and seconded the board was in consensus to approve the following ABM's: Harriet Jordan #170B, Ronald/Petraine Johnson #215A and Mary Ellen Glowacki #185B for modifications to their patio.

**Resolution #22-23, 7/28/2022**

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

- A. Website: Paul reported that he will be working on a picture gallery for the website.
- B. Landscape: Christine Petersen had McFall and Berry cut down some dead trees. The smaller trees she is hoping to get them cut in September or early October depending on weather and price.
- C. Maintenance Report: Bob Morrisson (**please see attached**). Upon Motion duly made and seconded the board was in consensus to approve up to \$8,000 for power washing.

**Resolution #22-24, 7/28/2022**

Upon Motion duly made and seconded the board was in consensus to approve up to \$85,000 for the concrete project. **Resolution #22-25, 7/28/2022**

- D. Chris Rowse reported the next social is scheduled for Thursday August 25<sup>th</sup> from 4:00pm-6:00pm in Clubhouse I, Chesapeake Room. With a special guest DJ.
- E. Website: Paul reported that website is running just fine.

12. **Next Meeting:** Thursday August 25<sup>th</sup> at 9:30am in the Sullivan Room.

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

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Paul Eisenhaur, Secretary

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Jane Salzano, President