

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

Thursday, June 27, 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, June 27, 2019 at 9:30am.

Resolutions: #13

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Janet Martin, Treasurer; Dotty VanScoyoc, Director; Cathy Kyle, Director.

Members Absent: Paul Eisenhaur, Secretary; Dora Pugliese, Director.

Management: Kevin Flannery, General Manager; Kenia Ibanez, Mutual Assistant

Visitors: Sara Gordon, Robert Morrisson, Christina Petersen.

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 June 2019. 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 May 23, 2019 were approved as presented.
5. **President Comments**- Ms. Salazar's report included: (1) There has not been a response for a Treasurer to replace Ms. Martin. Mr. Flannery did state that if no one is found, LW Accounting Office will assist the Board in those duties at no extra charge but it's hoped that a M10 owner will come forward to take on the position from September 2019 to April 2020. (2) Kolb Electric is back in our neighborhood to fix any problems they found on inspection. There are 25 homes that need something addressed and 8 of them needing a ground rod outside, which means Kolb Electric had to call Miss Utility to mark what's underground with their little flags. The electrical issue in each of the 25 homes is the financial responsibility of our mutual. (3) Ms. Kyle has decided to take over as a liaison between LW News and Mutual 10. She will be keeping an updated list of those who deliver both the LW News and Tidings and procure substitutes when needed. (4) An application will be attached to July's Tidings for any owner in M10 who would be interested in being the M10 Representative on the "Government Affairs Advisory Committee". The committee meets the second Monday of each month at 2:00p.m. in the Sullivan Room in the Administration Building. The deadline to get it in to Kenia, our Mutual Assistant, is August 1.

6. **Treasurer's Report**- Ms. Martin's report included: (1) The month of May was a positive month, with a surplus of \$22,500 and we are now officially in the black by \$580 for the year. (3) Electricity costs are running 14% behind last year, although that is due to a big hit we took in December due to the use of heating rather than air conditioning. (3) Utilities were \$21,000 ahead of the budget.

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

To approve payment of **\$237.50 to J&M Construction Solutions LLC, Invoice #1758** to patch roof over living room at 14709 Bigby (Renehan).

To approve payment of **\$195.00 to McFall & Berry, Invoice #203525** to remove dogwood tree and stump at 3307 Densmore (Attick).

To approve payment of **\$1,298.00 to Orkin Pest Control, Invoice #186510403** for termite treatment at 14556 Kelmscot (Hernandez).

To approve payment of **\$123.27 to LWMC PPD, Invoice #155119** to replace hose bib and valve at 14672 Kelmscot (Farahpour).

To approve payment of **\$160.57 to LWMC PPD, Invoice #155166** to replace hose bib at 14621 Deerhurst (Barrion).

To approve payment of **\$315.00 to LWMC PPD, Invoice #156639** to repair copper pipe at 3221 Ludham (Loeb).

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7. **Correspondence**- None.

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

A. **Ms. Petersen** - Ms. Petersen, member of the Landscape Committee, gave the landscape updates on behalf of Ms. Pugliese's absence. (1) She reported that our mutual looks good and that residents/owners have responded to the letters they sent out as to what had to be rectified on their property/flower beds. (2) She said that they received calls from owners letting them know that they were on a waitlist with their landscaper but that the weeding/mulching would be done in due time. (3) Christina also stated that if there are any trees that need to be dead-wooded, they will be done in the fall when cooler, although the tree removal work that's already been contracted will take place. (4) She also stated that she is concerned about mosquitoes and will be reminding residents again, in our Tidings, how to manage the problem.

B. **Ms. Kyle**- Ms. Kyle reported that she already touched base with Kathleen Brooks, who is in charge of LW News distribution, and has signed up a substitute for Dan Martin's territory

C. Ms. VanScoyoc- Ms. VanScoyoc reported that the next social event is the August Pizza Party and she'll need help organizing. She will delegate tasks to her Hospitality Committee members so that the event can happen in case she is still recuperating and can't attend.

D. Mr. Salazar- Mr. Salazar's report included: (1) Roofs – The roof replacements are continuing. (2) Concrete – The concrete replacement will be done in September and resident's close to the work will be notified. (3) Water Line – A main water line was replaced in two homes on Elmhan, and a home's pipes on Ludham, under the foundation, had to be replaced due to roots taking over and breaking apart the old pipes.

9. Unfinished Business – None.

10. New Business – None.

11. Open Forum- None.

12. Next Meeting- July 25, 2019 at 9:30AM; Sullivan Room, Administration Building

13. Adjournment- There being no additional business, the meeting was adjourned at 10:27 AM

Paul Eisenhour, Secretary

Peggy Salazar, President