

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

Thursday, March 26, 2020 – 9:30 am

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held via Telephone Conference on Thursday, March 26, 2020 at 9:30am.

Resolutions: #20-05

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Susan Ascencio, Treasurer; Paul Eisenhour, Secretary; Dotty VanScoyoc, Director; Cathy Kyle, Director; Christine Petersen, Director.

Management: Kenia Ibanez, Mutual Assistant

1. **Call to Order**- Ms. Salazar called the meeting to order at 9:30 am.
2. **General Manager's Report**- A written report was provided.
3. **Approval of Agenda**- Agenda was approved as presented.
4. **Approval of Minutes** – The Minutes of February 27, 2020 were approved as amended.
5. **President Comments**- Ms. Salazar's report included: (1) She reported that maintenance calls from residents has been low. (2) She reported that the Community Planning Advisory Committee will review all potential projects suggested by individuals, committee and/or clubs. This will coincide with the completion of the Strategic Plan and begin sometime after current Facility Enhancement Projects are completed.
6. **Treasurer's Report**- Ms. Ascencio's report included: (1) She reported that the mutual has an income of \$176,686 and expenses of \$200,426 and off by \$23,740 but within budget by \$10,000. (2) The utilities were down in the month of February. (3) All delinquencies are being taken care of. (4) The audit draft was provided to the Board and action of approval can be taken next month.

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

To approve payment of **\$262.41 to PPD, Invoice #173596** to replace main water shut off valve with ball valve at 3403 Hallaton Ct #163-A (Brounstein)

To approve payment of **\$165.00 to Fred C. Johnson CO., INC, Invoice #58618** to adjust tracked and top brackets of garage door at 14602 Deerhurst Terrace (Huyck).

To approve payment of **\$75.00 to J and M Construction Solutions LLC, Invoice #1845** to repair and refasten loose ridge vent at 14700 Bigby Ct.

To approve payment of \$1,350.00 to Gross Mendelsohn Accounting, Invoice #374918 for progress billing on Audit and tax return preparation.

To approve payment of \$563.04 to PPD, Invoice #174569 for ceiling work after roof leak at 14622 Kelmscot (Chan).

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7. **Correspondence** – None.

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

A. Mr. Eisenhaur – (1) The Mutual website looks fine. (2) There will be no spotlight interview for this month due to the social distancing guidelines. (3) The LWCC Board of Directors will be holding a teleconference meeting to take action on delegation of authority.

B. Ms. VanScoyoc – (1) All Mutual 10 social events have been put on hold.

C. Ms. Petersen – (1) She reported that the two pine trees on Deerhurst Terrace were removed, and the stumps will be soon. (2) Further inspection of landscaping needs throughout the mutual will continue this month.

D. Ms. Kyle – (1) She reported that though there are enough resident volunteers to deliver throughout the mutual, there aren't enough backup volunteers to feel comfortable. Resident volunteers are always appreciated.

9. **Unfinished Business:**

A. Bigby Ct. Firewall Issue – Mrs. Salazar suggested to just leave it as is for now due to financial issues between the resident and the Patio and Enclosure Company.

B. Annual Meeting – The Board agreed to reschedule the annual meeting towards the end of June, and they decided not to serve refreshments because it may not be a good time to be serving food.

10. **New Business:**

A. Roof Replacement for 2020 – Mr. Salazar provided the list of those units scheduled for new roof replacement this year. Ms. VanScoyoc suggested Mr. Salazar look at the roofs at 14542 and the adjacent house because they haven't been replaced in over 20 years.

11. **Open Forum** - None.

12. **Next Meeting-** April 23, 2020 at 9:30AM; Sullivan Room, Administration Building

13. **Adjournment-** There being no additional business, the meeting was adjourned at 10:24 a.m.

Paul Eisenhaur, Secretary

Peggy Salazar, President