

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

Thursday, May 23, 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, May 23, 2019 at 9:30am.

Resolutions: #9-11

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Paul Eisenhour, Secretary; Janet Martin, Treasurer; Dony VanScoyoc, Director; Cathy Kyle, Director; Dora Pugliese, Director

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

Visitors: Sara Gordon, Robert Morrison, 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 May 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 April 25, 2019 were approved as presented.
5. **President's Comments**- Ms. Salazar's report included: (1) Kolb Electric is done with all inspections and they are now making individual appointments for any issues found, which are approximately in 15-20 units. (2) There are 9 units left for dryer vent cleanings but PPD can't make them up until July. (3) She inspected all the walkways for anything coming out of the fence to the driveway and she send out a letter to all the homeowners regarding any modifications that they made they are responsible for the maintenance.
6. **Treasurer's Report**- Ms. Martin report included: (1) The month of April was positive with \$7,000 but there is still a deficit of \$22,000 but it will be made up in the coming months. (2) Under the cash investment statement, she reported that the mutual has more than doubled in interest so far this year with the average of 2.73%. (3) She reported that Dawn and the Accountants met with Access National Bank and they have agreed to pay 2.40% on Money Markets for Leisure World and any other related mutual and the mutual accountant has initiated the transfer from 1.75% to 2.40%. (4) If the interest gain triples then the mutual will have earnings of approximately \$27,000. (5) There is one delinquency in the amount of \$16 and she talked to the resident.

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

To approve payment of **\$611.74 to Clarksburg Plumbing, Invoice #8813042919** to pull and reset toilet; snake bathtub drain at 3203 Ludham Drive (Mayfield).

To approve payment of **\$480.00 to Clarksburg Plumbing, Invoice #8814042919** snacked 120" at 3201 Ludham Drive (Lacy).

To approve payment of **\$90.00 to J&M Construction Solutions LLC, Invoice #1739** to replace three shingles at 14809 Lindsey Lane (Emmell).

To approve payment of **\$175.00 to J&M Construction Solutions LLC, Invoice #1748** to patch roof in three places at 14509 Elmham (Patterson).

To approve payment of **\$15,040.00 to J&M Construction Solutions LLC, Invoice #1751** to replace main roof at 14706 and 14708 Lindsey (Fitzpatrick/Fishbein).

To approve payment of **\$200.00 to J&M Construction Solutions LLC, Invoice #1754** to replace two vents and 10 shingles at 3309 Denmark (Westervelt).

To approve payment of **\$12,350.00 to J&M Construction Solutions LLC, Invoice #1755** to replace main roof at 14545 and 14547 Remscot (Waring/Jones).

To approve payment of **\$8,768.00 to J&M Construction Solutions LLC, Invoice #1756** to replace two garage roofs at 3220 and 3222 Ludham (Liggins/Magram).

To approve payment of **\$200.08 to LWMC PPD, Invoice #153981** to replace two hose bibbs at 14712 Lindsey (M).

To approve payment of **\$1,214.61 to LWMC PPD, Invoice #154165** to clean gutters and downspouts.

To approve payment of **\$19.14 to LWMC PPD, Invoice #154263** to replace front hose bibb at 14600 Deerhurst (Carnett).

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7. **Correspondence**- None.

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

A. **Ms. Pugliese**- Ms. Pugliese report included: (1) She had a walkthrough with McFall and Berry and then another one with Bill O'Neil for an estimate on tree work. (2) There was a Crape Myrtle tree died on Lindsey Lane, but it is under warranty to be replaced. (3) There is a Cherry Tree on the boulevard that died from all the rain.

- B. Ms. Kyle- She agreed to manage the distribution of the Tidings (mutual newsletters).
- C. Ms. VanScoyoc- She reported that the picnic flyer is ready to go out with the Tidings.
- D. Mr. Eisenhaur- Mr. Eisenhaur reported that the website looks good and he will put Cathy Kyles information on the website.
- E. Mr. Salazar- Mr. Salazar's report included: (1) Roofs - He hopes to stay under the budgeted \$150,000 for roof replacement but the contractor has had to replace a lot of deteriorating plywood on the A frame roofs. (2) Concrete – They may need more than the budgeted \$50,000 for several areas that need concrete work. Ms. Martin reminded Mr. Salazar that \$30,000 from last year's surplus was transferred into the Reserves Accountant that could be used if needed. (4) Asphalt – He will ask Brothers for the cost to work on the lower end of Kelmscot down by Lindsey Lane because of potholes and a lot of cracked asphalt. He also will get an estimate from the boulevard back around and partially up the hill because that is the oldest section in the mutual the needs to be done. (5) He reported on 3201 and 3203 Ludham will be a major project because both toilets were packed with tree roots. The roots broke the pipes and now they will have to dig a hole, take the concrete, replace everything and replace the tile. (6) He requested to put in the Tidings an article regarding a specific brand of hose called Water Winks that causes corrosion with the faucet.

9. Unfinished Business – None.

10. New Business –

- A. Roof Replacement Cost Resolution – After discussion, upon motion duly made and seconded the Board agreed

To approve a budget for M Construction, Inc up to \$151,000 for incoming roof replacement in 2019.

RESOLUTION #10, 5/23/19

Ms. Martin also explained that depreciation of the buildings has no benefit or value because the mutual does not own the value of the homes and even if we did the mutual doesn't need it to be a tax write off.

- B. Pet Waste Stations – The Board discussed and agreed that there is no need for stations at the current time.
- C. Main Shut-off Valve Replacement – Mr. Salazar discussed with a Master Plumber instead of replacing the main shut off valve to put a new shut off value above it and leave it open all the time. The valve is called a ball valve and even if you have an emergency you can just shut off the lever. The cost of having a new ball valve installed is equivalent to just replacing the gate valve and saves the inconvenience of shutting the water in the whole mutual.

After discussion, upon motion duly made and seconded the Board agreed:

To request for a proposal to have new shut off valves installed mutual wide.

RESOLUTION #11, 5/23/19

11. Open Forum-

- Robert Morrison – He reported on a parking problem and requested maybe a sign be put up to stop parking near his home on the turnabout.

12. Next Meeting- June 27, 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

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