

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

Thursday, May 27, 2021 – 9:30 am

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held via Zoom & In the of the Admin Building

Members Present: Jane Salzano, President; Bob Morrisson, Vice President; Valdon Butler, Treasurer; Paul Eisenhour, Secretary, Cathy Kyle, Director; Christine Petersen, Director, Susan Ascencio, Director.

Visitor: Sue Morrisson

Management: Shanti Martin, Mutual Assistant
Crystal Castillo, Assistant General Manager

Visitors:

1. **Call to Order**- Ms. Salzano called the meeting to order at 9:38 am
2. **General Manager** – Crystal Castillo presented the May Manager’s report.
3. **Approval of Agenda**- The agenda was approved as amended.
4. **Approval of Minutes** – The regular/organizational minutes was approved as amended.
5. **President Comments**- Ms. Salzano introduced herself and thanked Ms. Salzar and her husband on a job well done while serving on the Board of Directors.
6. **Treasurer’s Report**- Mr. Butler report included: (1) Total Income: \$436,934.00, Total Expenses \$450,552.00, Income/Deficient \$22,619, Variance from budget \$4,566 and total in reserves \$823,054.00.
 - A. **Bills under \$1,000.00**: Upon motion duly made the board agreed that Shanti will give all bills under \$1,000 to Mr. Morrisson and or Mr. Butler for approval and payment.

Resolution #21-51, 5/27/ 2021
 - B. **Invoices**: After discussion, upon motion duly made, the Board agreed to approve payment of the following invoices:

Vendor	Inv. Date	Invoice #	Work	Address	Name	Amount	APPV'D
PPD	3/31/2021	190297	Removed the grate and cleaned out catch basin. Snaked and drain water.	14808 Lindsey Lane Unit 226-B	David and Paggy Salazar	\$85.00	resolution 30
J and M Construction LLC	4/27/2021	1987	Removed siding and resealed left of garage door. Sealed slab to garage just right of the same door	14532 Kelmscott	Mutual 10	\$100.00	resolution 31
J and M Construction LLC	5/21/2021	1998	Patched two overlap areas of roof	3302 Densmore	Jane Salzano	\$100.00	resolution 32
J and M Construction LLC	5/21/2021	2000	Installed new siding to replace damaged	3302 Demsmore	Jane Salzano	\$115.00	resolution 33
J and M Construction LLC	4/20/2021	1988	reported leak in garage, cut open, dry big patch	14620 Kelmscot	Mutual 10	\$150.00	resolution 34
J and M Construction LLC	4/20/2021	1989	replaced top garage door trim and addressed the bottom trim problem with Leroy	14640 Kelmscot	Mutual 10	\$300.00	resolution 35
J and M Construction LLC	4/20/2021	1990	replaced right side garage trim and caulked	14500 Kelmscot	Mutual 10	\$70.00	resolution 36
J and M Construction LLC	12/18/2020	1935	replacement of door sill	14532 Kelmscott	Mutual 10	\$190.00	resolution 37
J and M Construction LLC	5/21/2021	1999	Rotted plate replacement including R&R siding, carpentry, new pressure treated plate and repad	14517 Elmham	Mutual 10	\$725.00	resolution 38
Gross Mendelsohn	4/19/2021	384529	Final billing for tax return	3701 Rossmoor	Mutual 10	\$1,350.00	resolution 39
PPD	4/26/2021	191428	Visual Inspection of electric panel	14521 Kelmscott Dr.	Mutual 10	\$47.00	resolution 40
PPD	4/22/2021	191186	Light Fixtures	14606 Deerhurst Terr #208-A	Mutual 10	\$289.36	resolution 41
Paul Eisenhour	4/18/2021		Reimbursement for Giant gift card purchase for Salazar		Mutual 10	\$155.95	resolution 42
J and M Construction LLC	4/20/2021	1986	Two modified patches over patio door	14658 Kelmscot	Mutual 10	\$100.00	resolution 43
PPD	4/22/2021	191184	Removed old ceiling in the area where the light fixture was, put block and drywall back. Filled edges with mud.	14606 Deerhurst Terr #208-A	Mutual 10	\$381.18	resolution 44
PPD	5/11/2021	192153	snaked drain from roof found the wax ring from toilet was destroyed because of back up	14660 Kelmscott Dr. #235-B	Mutual 10	\$320.10	resolution 45
PPD	5/11/2021	192152	ran cable from roof using k60 blockage	14658 Kelmscott Dr. #235-A	Mutual 10	\$278.00	resolution 46
McFall & Berry	12/10/2020	IN208266	Tree maintenance	3300 Densmore Ct	Mutual 10	\$350.00	resolution 47
McFall & Berry	4/15/2021	IN209764	removed 4 declining shrubs grade disturbed area	14672 Kelmscott	Mutual 10	\$195.50	resolution 48
RV Carey's	5/25/2021	SD10717	Sewer back problem water overflowed from drain	14517 Elmham	Mutual 10	\$950.00	resolution 49
Total						\$6,252.09	

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

- A. Ms. Kristine – Reported on landscaping, she has been working with McFall & Berry and they are extremely backed up.
- B. Ms. Kathy – Volunteers are awesome, and everything is running smoothly.
- C. Mr. Paul- Website is looking great.

8. **Unfinished/Old Business:**

- a. J&M gutter cleaning proposal

Upon motion duly made the board approved J&M gutter proposal

Resolution #21-51, 5/27/ 2021

9. **New Business:**

- A. Brothers paving-concrete replacement proposal.

Upon motion duly made the board approved the concrete replacement proposal not to exceed over \$50,000

Resolution #21-52, 5/27/ 2021

11. Open Forum-

It was reported that the reserve study should be performed every five years. Discussion about new email addresses for Mutual 10.

12. Next Meeting- June 24, 2021, 9:30AM.

13. Adjournment- There being no additional business, the meeting adjourned at 10:57 a.m.

Paul Eisenhour, Secretary

Jane Salzano, President