

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

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Thursday, December 17, 2020 – 9:30 am

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held via Zoom Conference on Thursday, December 17, 2020 at 9:30am.

Resolutions: #20-35 – 20- 38

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

Members Absent: Paul Eisenhaur, Secretary

Management: Kenia Ibanez, Mutual Assistant  
Crystal Castillo, Assistant General Manager

Visitors: Robert Morrisson and Bob Namovitz.

1. **Call to Order**- Ms. Salazar called the meeting to order at 9:32 am
2. **General Manager** – Crystal Castillo presented the November General Manager’s report.
3. **Approval of Agenda**- Agenda was approved as presented.
4. **Approval of Minutes** – The Minutes of October 22, 2020 were approved as presented.
5. **President Comments**- Ms. Salazar’s report included: (1) She reported that there is still a lot of buying and selling, with 13 units sold in 8 months. (2) There are less vacancies for Mutual 10 Representation on advisory committees. (3) She also reported that those mutual residents who signed up for LED lights in the special PEPCO program have had their applications forwarded to Tim Ohan at PPD. (Forty-nine residents participated and over 1,200 bulbs were ordered.
6. **Treasurer’s Report**- Ms. Ascencio’s report included: (1) She reported a year-to-date income of \$1,187,397 and a year-to-date expense of \$1,128,819 (2) Excess of \$58,578 and variance from budget \$68,696 and reserve balance of \$790,871. (3) She reported the following that financials as of November 2020 are good, as expected. Both electric and water bills were under budget again this month. December weather may not be so kind but even with a cold winter we do expect total utility cost and overall budget to be comfortably under budget for the year.

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

To approve the payment of **\$1,450.00 to J&M Construction Invoice #1930** to clean gutters on 29 units (Mutual).

To approve payment of **\$250.00 to J&M Construction Invoice #1931** to replace vent ridge at 14702 Bigby (Sheehy).

To approve payment of **\$75.00 to J&M Construction Invoice #1932** to repair roof leak over garage at 14709 Bigby (Renehan).

To approve payment of **\$75.00 to J&M Construction Invoice #1933** to repair roof at 14530 Kelmscot (Hurd).

To approve payment of **\$1,280.00 to Soto Construction LLC. Invoice #101** to replace patio door and lockset at 3227 Ludham (Rowse).

To approve the payment of **\$425.79 to Leisure World of Maryland PPD Invoice #184576** for sewer backup at 3300 Denmore (Mellgren)

To approve the payment of **\$790.00 to DHCA Invoice #202116481** for HOA County Annual Registration Fee (Mutual).

To approve the payment of **\$61.31 to reimburse Larry Salazar** for fencing supplies for 14626/14633 Deerhurst.

**RESOLUTION #20-35, 12/17/20**

7. **Correspondence** – None.

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

- A. Ms. Petersen – She reported that all leaf clean-ups are finished for the season. She also stated that if a homeowner does some raking or clean-up of beds on their own and has placed yard debris in bags, those bags WILL NOT be picked up until after March 1. PPD is finished picking up yard debris for the year.
- B. Ms. Kyle -She recruited 4 volunteer residents to serve as back-ups for newsletter/newspaper delivery in the mutual. She will continue her efforts of recruitment after the holidays.
- C. Ms. VanScoyoc – No report.
- D. Mr. Eisenhour – He discussed the winter weather.

9. **Unfinished Business:** None.

10. **New Business:**

- A. Reaffirm Approval of Minutes of an Action- **Resolution #20-33, 11/17/20** - After discussion, upon motion duly made and seconded, the Board agreed:

To reaffirm the approval of the minutes of an action – **Resolution #20-33, 11/17/20** to approve the final 2021 budget as presented.

**RESOLUTION #20-36, 12/17/20**

- B. Reaffirm Approval of Minutes of an Action- **Resolution #20-34, 11/19/20** - After discussion, upon motion duly made and seconded, the Board agreed:

To reaffirm the approval of the minutes of an action – **Resolution #20-34, 11/19/20** to approve the November Invoices in the amount of \$1,908.97.

**RESOLUTION #20-37, 12/17/20**

- C. Report on Fire Safety –Theresa Wolfe, one of our mutual representatives to the LW Emergency Preparedness Advisory Committee, gave a brief overview of the soon-to-be-disseminated Emergency Plan for Mutual 10 residents. The plan will also be posted on the mutual website.
- D. Holiday Bonuses – Upon motion duly made and seconded, the Board approved payment for the following Holiday Bonuses:

Mutual 10 Board of Directors approved the 2020 Holiday Bonuses for Leisure World Staff & a Volunteer as follows: Kenia Ibanez \$125.00, Ingrid Por \$125.00, Aaron Tenley \$100.00, Cris Bonner \$25, Alroy Wims \$25, Richard Cunningham \$25, Larry Buckner \$25, Walter Copper \$25.

**Resolution #20-38, 12/17/2020**

11. **Open Forum** –

- Ms. Petersen requested an updated Mutual 10 phone list.

12. **Next Meeting-** January 28, 2021 at 9:30AM.

13. **Adjournment-** There being no additional business, the meeting was adjourned at 10:35 a.m.

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Paul Eisenhour, Secretary

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Peggy Salazar, President