

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

Thursday, July 26, 2018 – 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, July 26, 2018 at 9:30am.

Resolutions: #11-#12

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Dora Pugliese, Director; Paul Eisenhaur, Secretary; Dotty VanScoyoc, Director; Sara Gordon, Director; Janet Martin, Treasurer

Management: Kevin Flannery, General Manager; Roberta Carter, Mutual Assistant

Visitors: Bob Morrisson, Stanley Labovich, Betty Eisenhaur, Sherlee Nelson, Carole Gist, Marie Jose Bonhamme

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 July 2018. 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 June 28, 2018 were approved as presented.
5. **President Comments**- Ms. Salazar gave a sincere welcome to Janet Martin for her return home to the Board.
6. **Treasurer's Report**- Ms. Martin reported the Mutual is in good financial standing for the month of July.

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

To approve payment of \$275.00 to McFall & Berry Landscaping, Invoice#IN200538 to grade turf next to garage driveway over to the sidewalk then supply & install 10 pieces of sod to repair the turf area at 3308 Densmore Ct.

To approve payment of \$11.75 to LW Postage for the mailing of the June Tidings to all non-resident homeowners.

To approve payment of \$790.00 to DHCA Montgomery County Invoice#INV201916481 for the 2019 Renewal Registration.

To approve payment of \$320.00 to Victor Antayhua, for power washing on 6/16/18 & 6/25/18 @ \$80 each at 14607,14609,14670 and 14672 Kelmscot Dr.

To approve payment of \$80.00 to Victor Antayhua, for Interior Work; water stain-dining room & small wall area at 14700 Lindsey Ln.

To approve payment of \$40.00 to Victor Antayhua, for Interior Work; drywall path 6"x6" at 14502 Kelmscot Dr.

To approve payment of \$140.00 to Victor Antayhua, for Interior Work; drywall path 2"x4". Repaint ceiling at 14550 Kelmscot Dr.

To approve reimbursement payment of \$126.87 to Leroy Salazar for the payment of paint and brushes and 15 bags of concrete for applying Dry Lock to wet garage walls and to fill a street sinkhole.

To approve payment of \$850.00 to J&M Construction Solutions, LLC Invoice#1626 to close in ½ of garage door as per estimate at 14514 Kelmscot Dr.

#### **RESOLUTION# 11, 7/26/18**

7. **Correspondence-** None.

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

- A. **Mr. Eisenhaur-** Mr. Eisenhaur's report included: (1) New PPD software will allow online requests and monitoring of work order status by the Mutual Assistant. (2) The Annual PPD Service Agreement will now be available to residents at all times to purchase versus only at the beginning of the year.
- B. **Ms. Gordon-** No report.
- C. **Ms. VanScoyoc-** Ms. VanScoyoc stated that the "*Wine & Cheese*" social will be in late August, a flyer will be sent out with the August Newsletter.
- D. **Ms. Salazar-** Ms. Salazar's report included: (1) Power-washing is going well, four units will be cleaned at a time. (2) Unit gutters will be cleaned in December. If a gutter needs attention before then Director Salazar provide a spot-cleaning. (3) Garage replacement project is completed.
- E. **Ms. Pugliese-** Ms. Pugliese stated there were no incidents of fallen trees or flooding in the mutual from the heavy rains.
- F. **Mr. Salazar-** Mr. Salazar informed the Board and visitors that J&M will begin the roof replacements in the Mutual once the Medstar roofing project is completed.



G. Ms. Martin- No report.

9. **Unfinished Business** –

- A. Rules Revision Committee- Ms. Salazar thanked Dora Pugliese, Dotty VanScoyoc, Bob Namovicz and Stanley Labovich for their help & time spent on the revision of the Mutual Rules. The revision will be sent out to homeowners for comments after the Board reviews them at the August Board meeting.
- B. Power-Washing- Ms. Salazar stated the power-washing of the homes done by Victor Hantayhua is going slower than expected due to the amount of grim on each home, but the cleaning is in progress.
- C. Gutter Cleaning- After discussion, the Board agreed to postpone cleaning until December but seek the service from Portillo Landscaping to clean the gutters in the mutual at an estimate cost of \$5,030.00

**Resolution#12, 7/26/18**

10. **New Business** –

- A. Landscape Committee- After discussion, the Board agreed to send out with the August Tidings an application to seek volunteers to join Dora Pugliese on the Landscape Committee, those who are interested in joining will submit the application to Roberta Carter, Mutual Assistant.
- B. Gutter Guards- The Board agreed to seek more information before possibly moving forward with the concept.
- C. Capital Expenditures, 2019- Ms. Martin informed the Board and visitors that the community facilities portion of our condo fee, which is set by Leisure World, will increase \$4.25. Any Mutual increase will be on top of that.

11. **Open Forum**- None

12. **Next Meeting**- August 23, 2018 at 9:30AM; Sullivan Room, Administration Building

13. **Adjournment**- There being no additional business, the meeting was adjourned at 10:46AM

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Paul Eisenhaur, Secretary

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Peggy Salazar, President