

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

Thursday, November 17, 2022 – 9:30 am

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

Members Present: Jane Salzano, President; Bob Morrisson, Vice President; Valdon Butler, Treasurer; Paul Eisenhaur, Secretary; Christine Petersen, Cathy Kyle & Flora Rowse, Directors.

Management: Melissa Pelaez, Assistant General Manager; Shanti Martin, Mutual Assistant

Guest: Sue Morrisson, Mark Hurld and Dahlia Zahavi

1. **Call to Order**- Jane Salzano called the meeting to order at 9:54 am
2. **Community Report** – Melissa Pelaez presented the Community Report.
3. **Approval of Agenda**- The agenda were approved as presented.
4. **Approval of Minutes** – The regular minutes were approved as presented.
5. **President Comments**- Jane Salzano thanked everyone for joining
6. **Treasurer’s Report/Totals**- Mr. Butler reported that the finance report has not come out yet.

09/30/2022	Actual	Budget	Variance
Total Income	\$ 1,019,425	\$ 772,341	\$ 189,140
Total expenses	\$ 1,096,630	\$ 867,901	\$ < 228,276>
Income / <Deficit>	\$ < 76,751>	\$ < 37,615>	\$ < 39,136>

Cash Investments:

Total Reserves \$ 990,940 (Total less operating funds)

Invoices: No invoices over \$1,000 needed approval.

CD: Upon motion duly made and seconded M10 Board of Directors was in consensus to approve renewing CD from Gateway First Bank with a rate of 4.21%.

Resolution #22-46, 11/17/2022

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Unfinished Business:

- A. Veirs Paving Proposal: Upon motion duly made and seconded M10 Board of Directors was in consensus to approve proposal up to 75,000 for Veirs Paving to complete the work.
Resolution #22-47, 11/17/2022
- B. ABM Approval: Upon motion duly made and seconded M10 Board of Directors was in consensus to approve ABM for 14514 Elmhan Court to install wall mount air handler for the family room. (HVAC).
Resolution #22-48, 11/17/2022
- C. Fall Gutter Cleaning: Upon motion duly made and seconded M10 Board of Directors was in consensus to Fall Gutter cleaning, Mr. Morrisson is still waiting for one more proposal to come in.
Resolution #22-49, 11/17/2022
- D. Pre-emptive Roof Repair: Upon motion duly made and seconded M10 Board of Directors was in consensus to approve once the board receives paperwork/proposal.

Resolution #22-50, 11/17/2022

7. **New Business:**

- A. Roof Leak 3407 Hallaton: Upon motion duly made and seconded M10 Board of Directors was in consensus to approve roof leak located at 3407 Hallaton in the amount of \$1,450.00.00.

Resolution #22-51, 11/17/2022

- B. Non-High Rise MOA (Management Operations Agreement): Upon motion duly made and seconded the M10 Board of Directors accepted the MOA.

Resolution #22-52, 11/17/2022

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

- A. Maintenance Report: **(Please see attached)**
- B. Website: Everything is good with the website and up to date.
- C. Landscape: Christine Petersen reported that the leaves are falling all at the same time and that we will have one more leave pick-up for the year. She walked the community to check the grounds about complaints that she received. She stated that John Hurd has been working on the benches in the community. Ms. Christine presented the landscape proposal for next year and stated that she would try to get the price down. .
- D. Hospitality: Holiday Party is set for Tuesday December 12th in the Chesapeake Room, Clubhouse I. Hope to see everyone at the party from 4-6pm.

9. **Next Meeting:** Thursday December 22, 2022, at 9:30am Hybrid.

10. **Adjournment-** There being no additional business, the meeting adjourned at 10:51 a.m.

Paul Eisenhour, Secretary

Jane Salzano, President

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