

MUTUAL TWO

**BOARD OF DIRECTORS
MONTHLY REPORTS FOR**

November 2020

(See information attached.)

PHYSICAL PROPERTY COMMITTEE MINUTES

ZOOM MEETING – NOVEMBER 06, 2020

Call to Order: 9:15am

Attendance:

Committee Members:

Teri Nugent, M2 Vice President/Chair

Peggy Keller, M2 President; Christine Harris, M2 Director; Christopher Abel, M2 Director; Chuck Nugent, M2 Shareholder

Additional attendees:

Two M2 Directors and three Shareholders.

We discussed Roofing.

We discussed the sewer work with our guest speaker.

Additional topics were also discussed.

Comments were taken.

The meeting was adjourned at 10:05am

Respectfully submitted,

TERI NUGENT

Physical Property Chair

PHYSICAL PROPERTY COMMITTEE REPORT

NOVEMBER 2020

OLD BUSINESS:

The Roofing Project is going well. Building 59 and 70 are nearly done. Building 63 is moving forward. We are preparing for Building 24 to start in a couple of weeks.

NEW BUSINESS:

The only new business this month, was a Change Order to the MJ JURADO contract for the drainage work at Building 34. We needed to alter the Scope of Work to accommodate additional concrete work on several Unit entry walkways.

We had a guest speaker join us for a discussion regarding our Mutual's sewer pipes. John Sanzone, 911 SEWER SPECIALISTS, owner of the company that did the scoping for us recently, talked to us about the video and written reports he submitted, and how we can best use this information when we are ready to move forward. We thank John for joining us.

Respectfully submitted,

TERI NUGENT

Physical Property Chair

Mutual Administration Director's Report NOVEMBER 2020

Candle Fire Safety

Don't let this  turn into this 

With the holiday season rapidly arriving and with cooler fall temperatures here, many of us enjoy the warmth and light offered by a candle. Candles are decorative, come in many pleasing aromas, and can offer ready and simple light during power outages and emergencies.

If you use a candle, please make sure to follow the following candle safety tips:

- Consider using battery-operated or electric flameless candles and fragrance warmers, which can look, smell, and feel like real candles – without the flame.
- If you do use candles, ensure they are in sturdy metal, glass, or ceramic holders, and placed where they cannot be easily knocked over.
- Avoid using candles in bedrooms and sleeping areas.
- Extinguish candles after use and before going to bed.
- Keep candles at least 12 inches from anything that can burn.
- Keep candles out of the reach of children and pets.
- Set a good example by using matches, lighters, and fire carefully.
- Never use a candle where medical oxygen is being used. The two can combine to create a large, unexpected fire.
- **Always use a flashlight – not a candle – for emergency lighting.**
- Never put candles on a Christmas tree.
- When using in-home worship, do not place lit candles in windows where blinds and curtains can close over them, or pass handheld candles from one person to another. To lower the risk of fire, candles should be used by only a few designated adults.
- **And NEVER leave burning candles unattended!**

* Remember! Candle fires are PREVENTABLE. The top six days for home candle fires are:

- Halloween
- Thanksgiving
- December 23
- Christmas Eve
- Christmas Day
- New Year's Day

In the event of a fire, remember time is the biggest enemy and every second counts!

Escape first, and then call 911 for help. Develop a home fire escape plan and practice it frequently, and do not forget about that important emergency “grab-and-go bag”. Never stand up in a fire, always crawl low under the smoke, and try to keep your mouth covered. Never return to a burning building for any reason: it may cost you your life.