

MINUTES

FIRST WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
FRIDAY, NOVEMBER 18, 2016 AT 11:00 A.M.
DONNER ROOM – EVENT CENTER

PRESIDENT Ken Anderson called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, November 18, 2016 at 11:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Ken Anderson, President, District 4
Nancy Turnier, First vice president, District 3
Shanti Haydon, Second Vice President, District 5
Sally Nordwall, Treasurer, District 1
Gerald Priebat, Secretary, District 2

EXCUSED: None

Staff was represented by Paul Donner, Mutual Operations Director; Rick Chakoff, Chief Financial Officer; Rebecca Pollon, Landscape Manager and Anne Paone, Administrative Secretary.

Mr. Anderson welcomed the 8 residents in attendance.

APPROVAL OF THE MINUTES

The consent calendar consisted of:

Regular Meeting Minutes – October 28, 2016
Executive Session Minutes – October 28, 2016

Mr. Priebat moved to approve the consent calendar as presented. Ms. Turnier seconded and the motion carried without dissent.

RESIDENTS' FORUM

A resident discussed parking for contractors. They are parking in guest parking spaces. Mr. Donner stated contractors may park in guest parking, but they cannot block carports or any access points.

A resident reported that the big tree outside of her bedroom has plugged the gutters and they have overflowed. Water came in sheets down her window and damaged her carpet. She called the work order desk. Servpro came out. There was damage to her furniture. Mr. Donner stated that they will follow up on this issue.

LANDSCAPE REPORT

Ms. Pollon reported the following:

LAWN MAINTENANCE: Mowing is occurring every other week. Irrigation clocks will also

water less frequently with the changing weather. They will move the leaves off the sidewalk. They will come back to pick up the leaves after all of the leaves have fallen.

ENTRY MAINTENANCE: Crews will continue with leaf cleanup throughout the fall. Sidewalks will be cleared each week of leaves but final collection will not occur until the trees have shed all their leaves. Drains and v-ditches are checked and cleaned regularly throughout the winter.

TREE MAINTENANCE: Tree crews are working on work orders and resident requests. A permit has been applied for to remove two Ginkgo biloba trees in Oakmont entry 4 and Oakmont entry 16 on the slope. They have beetles.

LANDSCAPE REHAB: In the coming months rehab crews will be working on renovating Oakmont entry 10, as well as various smaller projects and drainage work.

TREASURER'S REPORT

Ms. Nordwall reported that the Mutual is in excellent financial condition. She is very proud of the Accounting Department. They are doing a great job. Residents are staying current with their coupon payments. If there is an outstanding balance over \$4,000 for ninety days, the Board gets involved. Currently, there are no accounts at that level.

Ms. Nordwall moved to approve the contract from Walters & Krondrasheff for a review and tax preparation of 2016. Mr. Priebat seconded and the motion carried without dissent.

Ms. Nordwall moved to approve the 3-year contract from Commercial Support Services for cleaning of the laundry areas beginning in January 2017. Ms. Haydon seconded and the motion carried without dissent.

Ms. Haydon appointed Jerry Oster to the Budget & Finance Committee. Jean Autry is the chair.

Ms. Turnier appointed Phil Magen to the Budget & Finance Committee.

BUDGET & FINANCE

Mr. Oster reported that Phil Magen will work on a project for determining water savings with the new air conditioners.

Ms. Nordwall reported that the Budget & Finance Committee revised their Mission Statement. She would like to accept it as written. Mr. Anderson stated that it was not on the agenda, so it will have to wait until the next Board meeting in January.

The next B&F meeting will be on January 12, 2017 at 10:00 a.m. in the Board Room at Gateway.

MUTUAL OPERATIONS REPORT

Mr. Donner reported that the water-cooled air conditioners are still being changed in entry 10-Rockledge Lane. There have been 180 conversions to date.

PRESIDENT'S REPORT

Mr. Anderson reported the next meeting isn't until November 28.

ORIENTATION – Gerald Priebat

Mr. Priebat reported that twenty people attended the meeting. They asked lots of questions and he was happy to answer them. The next meeting date is January 10, 2017 at 7:00 p.m. in the Donner Room. As always, existing residents are invited.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS

The next regular Board meeting: Friday, January 27, 2017 at 11:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:44 p.m.

/s/ _____
Anne Paone, Assistant Secretary
First Walnut Creek Mutual

An executive session was held following the open session at 11:50 a.m. Topics included:

- Member Discipline-Storage Cabinet
- Member Discipline-Violation of Occupancy Agreement
- Member Discipline-Termination of Membership
- Member Discipline-Clutter, Harassment of Neighbor

With no further business to discuss, the Board adjourned the Executive Session at 2:00 p.m.