

MINUTES OF MUTUAL 22 QUARTERLY MEETING
TUESDAY, DECEMBER 12, 2017, 1:30 P.M.
CLUB 22, 4033 TERRA GRANADA DRIVE
WALNUT CREEK, CALIFORNIA

President, Michael Kiefer, called the meeting to order at 1:30 p.m. Board Members present were: President Mike Kiefer and Vice-President Nazli Monahan. Secretary-Treasurer Maureen Lawson was ill and excused from the meeting.

MOD officers present were: Building Maintenance Manager Rick West and Mutual Boards Services Coordinator Kelly Mattison.

Also present were Lisa and Renee to present the PG&E Energy Savings Assistance Program.

The minutes of the Quarterly Meeting of September 11, 2017 were approved by a motion of the Board.

Moved, Seconded, Carried 2-0

The minutes of the Emergency Board Meetings for July 29, 2017, August 17, 2017, August 26, 2017, September 26, 2017, October 10, 2017 and October 16, 2017 were approved by a motion of the Board.

Moved, Seconded, Carried 2-0

Financial Report: The November 2017 financial report was given by Rick West which included the following figures: Operating Fund Balance, \$9,684; Reserves Fund Balance, \$489,345; Total Year-To-Date Fund Balances, \$499,029. \$9,100 was the total deficit over budget for November due to a jump in custodial services by \$7,205.

Building Maintenance Report: Rick West reported on the various building maintenance projects completed and ongoing: 4013, 4021, and 4025 rusty gutter replacement, 4033 woodpecker and dry rot damage on balconies, 4033 balcony soffit removal, breezeway recoating, and gutter and downspout cleaning.

A presentation was made to the members regarding the smoke detector inspections and necessity of new 10-year sealed lithium battery smoke detectors. The Board reviewed a proposal from Sang Electric in the amount of \$5,000 for parts and labor of installing the new 10-year smoke detectors. A motion was made to approve the proposal.

Moved, Seconded, Carried 2-0
Landscape Report: no report

President's Report: no report

Introduction of New Residents and Residents Forum: Judy and Larry Haas of 8C were introduced by President Mike Kiefer. Residents were afforded the opportunity to make comments and ask questions to the Board of Directors and MOD Staff in the resident's forum.

New Mutual 22 Policy Banning Open Fire Barbeques, Grills, and Smokers on Manor Balconies or Patios: Mutual residents were mailed a copy of the proposed policy on October 18, 2017, explaining the reasons the Board was considering adopting a policy, a copy of the proposed policy, and an invitation for comments on the proposed policy from residents. The statute requires at least a 30 day comment period before the Board can adopt a new policy. Prior to the meeting the Board received 3 comments, 1 "against" the policy and 2 "for" the policy. During the meeting the Board did a straw poll of the members present in regards to the policy. 9 members in attendance were "for" the policy and 5 members in attendance were "against" the policy.

A motion was made to adopt the new policy "Banning of Open-Fire Barbeques, and Grills, or Smokers in Mutual 22".

Moved, Seconded, Carried 2-0

PG&E Presentation: Vice-President Nazli Monahan introduced Lisa and Renee who gave a brief presentation on an Energy Savings Assistance Program. To be scheduled for a free in home qualification and energy assessment with Energy Specialist Lisa Monroe, call Joy at 510-417-9821.

Adjournment: The meeting adjourned at 2:40 p.m.

The next Quarterly Meeting will be March 12, 2018 at 1:30 p.m.

Respectfully Submitted,

Kelly Mattison, CMCA
Assistant Secretary
Mutual 22