

MINUTES
WALNUT CREEK MUTUAL NO. TWENTY-EIGHT
FORTY-FIFTH ANNUAL MEETING OF MEMBERS
WEDNESDAY, MARCH 2, 2016 AT 9:30 A.M.
DONNER ROOM- EVENT CENTER

The Forty-Fifth Annual Meeting of Members of WALNUT CREEK MUTUAL NO. TWENTY-EIGHT was convened at 9:30 a.m. on Wednesday, March 2, 2016 in the Donner Room, Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

ROLL CALL: Present: James Jardine, President
Richard Sheridan, Vice President
Susan Hildreth, Secretary/Treasurer

Absent: None

GRF Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Anne Paone, Administrative Secretary.

President Jardine welcomed the 35 residents who were present and then introduced the Board Directors and staff.

CERTIFICATION OF NOTICE OF MEETING

On behalf of Ms. Paone, Ms. O'Neill read the Certification of Notice of Members' Meeting, attesting that, in accordance with Article 4, Section 4.3 of the Bylaws of said Corporation, notice of the meeting was mailed to all members of record as of February 23, 2016.

CERTIFICATION OF ELECTION

Susan Hildreth declared that Richard Saillard was the sole candidate who came forth as of the deadline of January 18, 2016, had been declared qualified, was elected by acclamation pursuant to Article 5, Section 5.3 of the Mutual's Voting and Election Rules and is hereby seated on the Board of Directors.

APPROVAL OF MINUTES

The minutes of the Forty-Fourth Annual Meeting of Members held on March 4, 2015 were considered for approval.

A motion was made, seconded, and carried unanimously to dispense with reading of the minutes of the Forty-Fourth Annual Meeting of Members held on March 4, 2015 and approve them as written and reviewed.

PRESIDENT'S REPORT – James Jardine

President Jardine introduced the Board and staff. He then reported on the following:
Roster - The roster was delivered on January 1, 2016. Many thanks to Richard

Sheridan for collecting information and for the delivery. Thanks also to Dick Nishkian for pushing us to have a roster and also for the delivery. Thanks to Susan for the information form and delivery to E12.

Trash & recycling - Watch for a recycling talk that should explain many of the dos and don'ts we need to know about.

Policy Changes - Done at the suggestion and guidance of the Mutual attorney.

New Owner Orientation- sets up the requirement for new residents to meet with a Board member and the MOD alterations people. We are working on a small booklet to hand out at that time.

Natural Disasters-It is an economic, management and liability nightmare to set up a Mutual-backed emergency preparedness program.

Social Events - Congratulations to the Social Committee on a big turnout for the February 8th event. The Christmas event will be cancelled.

Investments - A well-funded reserve balance losing value due to inflation - \$10/mo/manor

Projects for '16

- Bids have gone out for tile to comp roofing in more of entry 11
- Continue to look for water and labor savings - reservoirs and martinis
- Slab leaks
- Pine tree trimming is in year three of three

Landscaping - Blowing out Carports

MOD no longer provides that service because of issues such as residents complaining that their vehicles have been scratched during the cleaning. It is therefore a resident responsibility.

Trees discard things all year round.

If you see something, say something – Department of Homeland Security, WCPD, Public Safety and your Mutual 28 board members - anything out of usual, advise someone NOW, not after you see a report that something happened: only you can let somebody know. We call them SARs; Suspicious Activity Reports. Let us at the “connected” level know what's going on.

SOCIAL COMMITTEE REPORT – Susan Hildreth

Ms. Hildreth reported that the dinner was well-received. There is currently a balance of \$500-600 in the fund. This will be enough to have another event.

FINANCIAL REPORT – Dick Nishkian

Mr. Nishkian reported that an outside company reviews components of the Mutual. The objective is to make sure there is enough money in the reserve fund to do repairs. Mr. Nishkian talked about the budget packet that is mailed to the membership. This shows the amount that members pay into the reserve fund.

Mr. Donner reported that all money on the coupon, except for the GRF portion, goes directly to the Mutual.

Mr. Donner reported that through January, the operating fund has \$56,058 and the reserves fund has \$603,891. Nine building roofs will be done this year and seven next

year, so the Mutual will spend some of the reserve funds. It is early in the year, but the Mutual is \$2,244 under budget. Building maintenance is over budget by \$2,500. This is due to gutter cleaning. Utilities is under budget by \$3,800 which is mainly due to less water usage. This is seasonal and water usage is typically down at this time of the year.

The Mutual is off to a good start.

VICE PRESIDENT – Dick Sheridan

No report

BUILDING MAINTENANCE REPORT – Rick West

Mr. West reported the following:

Work in Progress:

1. 2016 Roofing project- New Comp on 9 buildings, New gutters and downspouts. MOD to complete carpentry issues as needed. Proposals: All Seasons Roofing \$144,504.00. Sorenson Roofing \$ 134,340.00. Remaining 7 buildings scheduled for 2017.
In 2018, the Mutual may start flat roofs using a DuraLast product.
2. 2229 PT #3 – Cold water leak Davis Plumbing estimate not to exceed \$3,200.00
There have been some issues with water leaks. We are using a new system that allows us to go through the walls instead of underground. This is cheaper and better to use.
3. (No Contractor Parking) Signs and (72 hr. Parking) Signs (On Order) posts completed.
4. Entry 12 Guest parking lighting – Sang Electric working on estimate.
Some solar lights are not working. They will be removed and low voltage lighting will be installed. The lights will not shine into residents' homes.

Gutter cleaning was done in January.

Mr. Sheridan asked about smoke alarms and changing of the batteries. Mr. West reported that they are scheduled for April. Mr. Jardine asked about the 10-year detectors. Mr. Donner responded that when there is a resale or a permit is pulled, the smoke detectors must be replaced with the 10-year type.

There was some discussion about whether the Mutual would like to change them all to the new type. There is an expense associated with this action. The Board decided to discuss this matter further at their regular meeting.

Mr. West advised that once a detector is tested and fails, it must be replaced.

LANDSCAPE REPORT – Rich Perona

In Mr. Perona's absence, Mr. Donner reported that maintenance is routine. Fertilizing is planned.

ARCHITECTURAL CONTROL COMMITTEE – Holly Markel

Ms. Markel reported that everyone is good about checking with MOD before doing alterations. Things are fine with the Mutual.

SEATING OF DIRECTOR

Mr. Jardine thanked Mr. Sheridan for his service on the Board and to the Mutual. His hard work was greatly appreciated. He announced that Richard Saillard is officially seated on the Board.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RESIDENTS' FORUM

A homeowner commented that the entry at 2145 Ptarmigan is very dark. Mr. West will check with the Board to see if they would like some proposals for additional lighting.

A homeowner had a comment about the new curbs. She thinks they are too high and she can't open the door without hitting the curb.

A homeowner asked for a timeline notice so that residents of entry 11 and 12 may attend the walk-through.

A homeowner commented that junipers seem to be dying from lack of watering. Mr. Donner said that well established junipers don't require watering. He will follow-up on them.

A homeowner reported that a resident is parking their second car on the street for 4-10 days at a time. Mr. Jardine will address this issue.

A homeowner commented that she would like to see a red curb where there are 90 degree turns.

A homeowner reported that a carpet cleaner is using the Mutual's water and the dog groomer was plugged into the Mutual electricity. Mr. Jardine will mention this in the newsletter.

A new homeowner was very concerned about the emergency preparedness

procedure. Mr. Saillard and Ms. Hildreth responded to the resident explaining why it is not a Mutual responsibility. Liability is an issue. She was advised to contact CERT.

A homeowner said the trash signs at entry 12 need attention Mr. Jardine will look into this.

A homeowner had a question about the Comcast contract. She stated that Mutual Sixty-Eight is paying only \$49 for HD, computer and telephone. Mr. Donner explained that they were paying that on top of the \$38 on the coupon.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:55 a.m. to an Organizational Meeting to elect officers.

/s/ _____
Anne Paone, Assistant Secretary
Walnut Creek Mutual No. Twenty-Eight