

MINUTES
WALNUT CREEK MUTUAL NO. TWENTY-EIGHT
FORTY-THIRD ANNUAL MEETING OF MEMBERS
WEDNESDAY, MARCH 5, 2014 AT 9:30 A.M.
DONNER ROOM– EVENT CENTER

The Forty-Third Annual Meeting of Members of WALNUT CREEK MUTUAL NO. TWENTY-EIGHT was convened at 9:30 a.m. on Wednesday, March 5, 2014 in the Donner Room, Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

ROLL CALL: Present: James Jardine, President
Richard Sheridan, Vice President
Ann Peterson, Secretary/Treasurer

GRF Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Tess Molina, Mutual Services Administrative Manager.

President Jardine welcomed the 20 residents who were present and then introduced the Board Directors and staff.

CERTIFICATION OF NOTICE OF MEETING

Ms. Peterson 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 14, 2014 and that notice was published in the *Rossmoor News* on February 5, February 12 and February 26, 2014.

CERTIFICATION OF ELECTION

Ms. Molina declared that James Jardine was the sole candidate who came forth as of the deadline of February 14, 2014, 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-Second Annual Meeting of Members held on March 6, 2013 were considered for approval.

A motion was made, seconded, and carried unanimously to dispense with reading of the minutes of the Forty-Second Annual Meeting of Members held on March 6, 2013 and approve them as written and reviewed.

PRESIDENT'S REPORT – James Jardine

President Jardine introduced the Board and staff. He commented that Tess Molina was attending in Anne Paone's place. He announced the BBQ will be held on June 15th. The holiday party will be held on December 14th in the Fireside Room. Mr. and Mrs. Hicks will post information on the trash enclosures regarding the Pleasant Weather Gathering. Mr. Jardine will also place it in the newsletter.

Mr. Jardine reported that there are some policy changes regarding new fences and new doors. The Architectural Control Committee should have a say to make sure the color of the front doors are compatible with the colors of the house. In addition, there will be specifications for the use of PODs. The vehicle size is such that the car must clear 12" from the roof of the carports.

2013 Projects – Entry 12 had some parking spaces added. The paving was finished at Entry 11 and stripes for the Pedestrian Safety Zone were added. These projects were all done within the allotted budget.

2014 Projects – Fence Replacement

Tree trimming at a cost of \$18,000 - spread out over 3 years will be within budget.

Fire abatement – branches should be 10 feet from the ground so fire that is low to the ground cannot jump up to the tree branches.

SOCIAL COMMITTEE REPORT – Ann Peterson

Ms. Peterson reported the balance in the Social Fund is currently \$200. She commented that it would be nice to create a Social Committee to plan events. Mr. Jardine currently does so. If anyone is interested, please let her know. There are two events per year, but there has been a lack of attendance to the events by about 50%.

POLICY REVIEW COMMITTEE – Ann Peterson

Ms. Peterson reported that the committee consists of 2 residents from Entry 12, three residents from Entry 11 and Vice President, Dick Sheridan.

The purpose of the committee is to review the entire policy manual. The committee has been making revisions and updates since September. The committee will send the revisions to Anne Paone once completed. The committee hopes to present a comprehensive review of the policy manual to the Board by fall.

FINANCIAL REPORT – Dick Nishkian

Mr. Nishkian reported that he will be meeting with the auditors. He commented that the budget is okay as long as EBMUD doesn't raise its rates. He will meet with Mr. West to review the reserve report to confirm that the reserves are funded well enough to do long-term repairs and replacements.

Mr. Donner reported that through January, the operating fund has \$47,934 and the reserves fund has \$528,740. The mutual is \$6,952 under budget. The water budget should be sufficient providing there are no additional water rate increases.

Ms. Peterson thanked Mr. Nishkian for his work.

Mr. Donner explained how the Rossmoor-wide insurance for the Mutuals works. He commented that when there is a covered loss and an event occurs, that Mutual that has had the event will pay \$10,000 of the deductible. The remaining \$90,000 will be shared by the rest of the Mutuals per individual manors. Mutual Sixty-One and the Waterford are exempted from this insurance.

VICE PRESIDENT – Dick Sheridan

The trash enclosures have new signs, but people are not reading them. They are putting plastic bags in the recycling bin. The Mutual needs to do a better job regarding recycling.

Mr. Jardine commented that perhaps there should be a Recycling Committee.

BUILDING MAINTENANCE REPORT – Rick West

Mr. West reported that the reserve study has \$51,000 for fences and \$20,000 for gates. There is \$7,500 for gutter cleaning. The No Smoking signs have been posted at the two entries. There is \$2,000 in the budget for smoke detectors. This is used for battery replacement and testing on an annual basis in the manors.

There is \$1,000 for sidewalk replacement. 2109 Ptarmigan #3 proposal has been approved and 2013 Pt. #4 was added on as an emergency repair for a total of \$780.00.

Mr. West commented that everything looks good. The fences will be replaced as needed. Wrought iron may be installed by an owner with approval. The owner is then responsible for the maintenance.

LANDSCAPE REPORT – Rich Perona

In Mr. Perona's absence, Mr. Donner reported that the major focus is on Pine trees. The standard maintenance will take place throughout the year and small rehab jobs will be completed.

EMERGENCY PREPAREDNESS COMMITTEE – Jim Jardine

Mr. Jardine urged residents to have adequate supplies in case of an emergency. He discussed earthquakes and commented that there are fewer tendencies for shaking in

Mutual Twenty-Eight's location.

ARCHITECTURAL CONTROL COMMITTEE – Holly Markel

Mr. Jardine reported that there have been no requests or changes from MOD.

SEATING OF DIRECTOR

Ms. Molina announced that James Jardine has been seated and welcomed to the Board for another term-of-office.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RESIDENTS' FORUM

A homeowner reported two dead bushes behind the back of his unit. Mr. Jardine commented that they need to have a walk-through with Rich Perona. Ms. Peterson would like to have a report after the walk-through to list what will be done and when it will be done.

A homeowner inquired about the status of the two trees that were removed when the new parking was added. Ms. Peterson commented that money was budgeted to include the improvements and the replacement of the trees. Mr. Donner will follow-up on the status of the trees.

A homeowner inquired about having low-water plants throughout the Mutual. Mr. Jardine commented that the Board has been working on incorporating or changing landscaping to low-water maintenance landscaping.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:30 a.m. to an Organizational Meeting to elect officers.

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