

MINUTES
WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JANUARY 9, 2019 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CALIFORNIA

President Carl Pischke called to order the regular meeting of the Board of Directors of Mutual Thirty on Wednesday, January 9, 2019 at 9:30 a.m. in the Board Room, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT: President Carl Pischke
 Vice President John Herron
 Secretary Evan Spinrod
 Director Kelly Boruszewski

EXCUSED: Treasurer, Ron Reece

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

President Pischke welcomed five residents in attendance.

APPROVAL OF MINUTES

Mr. Pischke asked for any corrections to the minutes of the October 10, 2018 regular meeting of the Board of Directors, September 12, 2018 Annual Meeting and Organizational Meeting. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S MESSAGE

Mr. Pischke gave the Board a schedule of items that will be done in the Mutual. He reported that the Presidents' Forum meets on the fourth Monday of the month.

Mr. Pischke moved to approve borrowing \$10,000 from the reserves for the insurance premium and to pay it back by the end of 2019. Mr. Herron seconded and the motion carried 4-0.

Mr. Pischke will check with Tess Molina or Sharon Fees regarding the scheduling of new residents and their alteration meeting.

RESIGNATION

Mr. Boruszewski announced that he is resigning effective at the end of this meeting. A resident will be appointed to the vacancy at the end of the meeting.

RESIDENTS' FORUM

None

MOD REPORT

Mr. West provided the following written report for the Board:

PENDING ITEMS:

1. Building siding replacement 2809 and Painting buildings: 2801, 2809, 2825 & 2833.
including carport exteriors 1-42. (Out to Bid).

Mr. West reported that he has received a bid for \$168,000 for the painting of 4 buildings. He is waiting for more bids.

Mr. Herron discussed the painting proposals and was concerned that they are more than anticipated. Mr. Spinrod suggested that they do the shingled buildings first. This would be 2809 and 2825 Ptarmigan buildings.

Mr. Herron moved that Mr. West obtain bids for 2809 and 2825 with the new scope of work. Mr. Boruszewski seconded and the motion carried without dissent.

Mr. Pischke will send Mr. West the information so he may request new bids.

INFORMATION ITEMS: Work in Progress or Completed

1. Clean and lube electrical panels 76 units and 7 meters. Contractor: Sang Electric (Work Completed).
2. 2901 PT Carport and Roofing Project – Contractor: A-One Construction - (Project Completed). Mr. West reported that a work order is always opened under one address, but information is available if another address is involved.
3. Gutter cleaning scheduled January 2019 – Contractor: Five Star (Start date 1-7-19).
4. Concrete grinds – Contractor: Fleece Construction (Work Completed).

Mr. West reported that the fire extinguisher boxes need replacement at some point.

BOARD MEMBER'S REPORTS

No reports

COORDINATORS' REPORTS

Building (Carl Pischke)

Mr. Pischke reported that the Board has been advised by Paul Donner (Management) that they should not change light fixtures themselves. However, Mr. Pischke reported they are healthy enough to do those repairs.

Mr. West reported that Sang Electric can replace the fixtures with LED lights. They will last longer. No decision was made, but Mr. Pischke will speak to Sang.

Emergency Preparedness (John Herron)

Mr. Herron reported he will hold a drill closer to the end of the year.

Landscape (Linda Herron and Rebecca Pollon)

Ms. Herron reported the landscaping is benefiting from the January storms.

The annual tree inspection walk with Ed Waraner will be scheduled soon. This year's work will include the removal of a dying tree above 2945 near entry 20, a declining tulip tree next to 2921, and removal of a declining cherry tree at 2937-2.

MOD rehab work is scheduled to be done in March and September. There are many areas that need attention. The list is ambitious and everything may not be done this year due to budget constraints.

- The front of 2971-4 overgrown junipers will be replaced with new shrubs.
- Lawn areas behind 2833 and 2841 destroyed repeatedly by racoons will be replaced with lodi and shrubs.
- The front of 2921-1 & 2 lawn will be replaced with bark and shrubs.
- The front of 2881-1 vinca vines and turf will be replaced with gravel and shrubs.
- The front of 2833-4 a portion of the turf will be replaced with gravel and shrubs.
- Installation of moss rock walls below the slope to prevent erosion behind 2889-93, 2905-2, and 2909-2925.
- Trees removed at 2921 and 2937 will be replaced.
- Replacement shrubs are needed at the stairs in front of 2841 and in many areas throughout the entry.

This month Raul will prune catmint, lavender, sage, hypericum and oleander as weather allows.

Financial (Ron Reece)

Mr. Herron was reporting for Mr. Reece. He doesn't have the December financials yet.

The November ending balance in the operating fund was \$48,478 and the ending balance in the reserve fund was \$335,000.

Delinquencies were discussed. Mr. Donner explained that the Board can call a resident to a Hearing in executive session to address the delinquency. Accounting follows the Mutual's policy regarding collections. Eventually, a lien may be placed on a unit.

Social (Roseanne Wright)

No report

New Resident Greeter (Lynda Caputo)

No report

UNFINISHED BUSINESS

Gutter Cleaning – Addressed in Mr. West's report. Mr. Herron reported that the company did not place any door hangars. The Board will be sure to include that in future contracts.

NEW BUSINESS

Light fixtures covered in Mr. West's report.

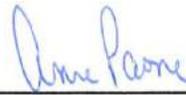
APPOINTMENT

On behalf of the Board, Mr. Pischke thanked Mr. Boruszewski for serving on the Board of Directors. The Board wished him the best in his new Mutual.

Mr. Herron moved to appoint Alfred Fantegrossi to fill the vacancy of Director and to serve out the 2021 term. Mr. Spinrod seconded and the motion carried without dissent.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:40 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Thirty