

MINUTES
WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 12, 2016 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CALIFORNIA

President John Herron called to order the regular meeting of the Board of Directors of Mutual Thirty on Wednesday, October 12, 2016 at 9:30 a.m. in the Board Room, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	President	John Herron
	Vice President	Carl Pischke
	Treasurer	Harriet-Lee Keller
	Secretary	Lynda Caputo

EXCUSED:	Director	Janet Thoele
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MOD staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Anne Paone, Administrative Secretary.

President Herron welcomed seven residents in attendance.

APPROVAL OF MINUTES

Mr. Herron asked for any corrections to the minutes of the July 13, 2016 regular meeting of the Board of Directors. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S MESSAGE

Mr. Herron reported that there will be a 3 minutes time limit set for each resident in the residents' forum. There are new signs in the garbage enclosures. Republic Services provided them. He advised the membership that if you do an alteration in excess of a certain amount, you will need to install 10-year battery smoke detectors, per the City of Walnut Creek. The Mutual will only change batteries if it is requested by a resident.

RESIDENTS' FORUM

A resident asked who directs the landscaping company. Ms. Pollon and Kevin are the supervisors. Certain species are pruned at certain times of the year.

A resident asked the status of the termite work at 2873. Mr. West reported that units get checked as issues come up.

A resident asked about having the Mutual provide a Hold Harmless for Handyman work. Mr. Donner stated that MOD's workers have insurance and are licensed.

MOD REPORT

Mr. Herron saw the alteration report. A resident wants to replace a vanity. Mr. Pischke said it is an even swap.

Mr. Donner suggested that residents always submit an alteration application, so in the event of a fire, it is documented for insurance purposes.

BOARD MEMBERS' REPORTS

None

COORDINATORS' REPORTS

Building (Carl Pischke)

Mr. Herron reported that Mr. West's report states that the termite treatment for 2873 Ptarmigan #4 will cost \$895. Mr. Herron advised Mr. West that the Mutual has a tire stop in storage. One is needed at 2909 Ptarmigan, so Mr. West will use it there.

Termite treatment has been completed at 2857 Ptarmigan #4 at a cost of \$1,145.

They are trying to get Silicon Valley out to walk the Mutual for a price on the asphalt work.

Emergency Preparedness (John Herron)

Mr. Herron reported that he is still trying to organize things for emergency preparedness.

Landscape (Linda Herron) – Ms. Herron reported that next year they will spruce up the park. They will be putting in some rock walls behind the Santa Claras.

Financial (Harriet-Lee Keller)

Mr. Donner reported that the balance in the operating fund through September is \$49,067. The balance in the reserve fund is \$342,234. The Mutual is \$5,700 over budget, but this will come back to budget in utilities and landscaping. Building maintenance may be \$2,000 over budget, but the MOD dividend will offset this.

Mr. Herron had a question about a check to Eagle Iron Works in the amount of \$1,145. This was for metal plates used in the dry rot project and costing \$160.00.

Social (Roseanne Wright) – Mr. Herron reported that the next Holiday lunch will be held on December 10th at the Dollar Clubhouse.

New Resident Greeter (Lynda Caputo) – Ms. Caputo reported that she will visit with two new residents.

UNFINISHED BUSINESS

Mr. Herron reported the results of the Comcast survey mailed out to the residents of the Mutual. About 70% were returned. There were 38 yes responses for the phone. There

were 28 yes responses for the DVR. Mr. Herron thought the residents should just do this on their own if they are interested. Mr. Pischke agreed. Ms. Caputo thought the Board should wait because they have until the end of 2017 to make a decision. No decision was made.

NEW BUSINESS

Mr. Herron reported that the Board has decided that they want to have a landscape plan for the area behind 2857 Ptarmigan. They have asked Ms. Pollon to develop it. Ms. Pollon passed out a rough plan for what would be done. She will use lodi gravel and install plants. Mr.

Herron reported that the oak tree by 2857 and 2865 needs to be trimmed back more so the leaves don't plug the gutters. Mr. Herron and Mr. Pischke will consider other solutions for this problem. Mr. Pischke suggested adding another gutter.

Mr. West will call Welcome to confirm the prices for the gutter cleaning.

Budget and Reserve project 2017: Mr. Herron reported that the Mutual will try to replace the asphalt all at once, not in phases. Mr. Herron reported that someone put a coating over concrete walkways by the park. They would like it to be asphalt. Mr. West will look into it.

Budget: Mr. Herron explained that the Board and MOD look at the budget. They go through each line item. There will be a \$23.00 increase for 2017. The cable service will increase by \$17.34. The reserves will increase by \$2.55 and the Mutual will increase by \$2.75. Mr. Herron is happy with the proposed budget. Mr. Pischke is happy, but he would like the reserves increased to \$10.00 instead of the \$2.55. Ms. Caputo felt that because there is nothing major down the road, she is not in favor of increasing the coupon beyond a total of \$620. Ms. Keller stated the Comcast residents will have a savings on their internet bills and she agrees with Ms. Caputo. Mr. Herron reported that Ms. Thoele told him she likes the budget as is presented.

With all Board members stating their opinion:

Ms. Caputo moved to approve the 2017 budget with an additional increase of \$5.00 to the reserves for a total monthly coupon of \$625. Ms. Keller seconded and the motion carried without dissent.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:48 a.m.

/s/ _____
Anne Paone, Assistant Secretary
Walnut Creek Mutual No. Thirty