

MINUTES
WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, APRIL 9, 2014 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, April 9, 2014 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	Harriett-Lee Keller
	Secretary	Roseanne Wright
	Director	Lynda Caputo

EXCUSED: None

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

President Herron welcomed the five residents in attendance.

APPROVAL OF MINUTES

Mr. Herron asked for any corrections to the minutes of the January 8, 2014, regular meeting of the Board of Directors. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S MESSAGE

Mr. Herron reported that two Mutuals will not support the suggested changes to the Trust Agreement from the TARR Committee.

RESIDENTS' FORUM

None.

MOD REPORT

None.

BOARD MEMBERS' REPORTS

No reports.

COORDINATORS' REPORTS

Building (Carl Pischke)

Mr. West reported that the gutter cleaning was completed on January 30th. The budget was \$4,000, but the actual cost was \$3,763. The DuraLast warranty certificate was sent out and waiting for contractor repairs. MOD to replace fascia boards as needed.

2833 Ptarmigan has a sewage pipe leak and Mr. West is getting an estimate from Stoddard Plumbing for repair.

Ms. Caputo reported that 2865 #4 has an outside light fixture that needs to be cleaned.

Mr. Herron reported that 2873 #4 has a gutter that needs to be installed correctly.

2921 #1 has a drain clogged under the tree toward the street, behind the carport. Mr. West will have Stoddard Plumbing take care of this issue.

Emergency Preparedness (John Herron) – Mr. Herron reported that there is not anything new. He is still trying to update the emergency preparedness list and needs some forms completed by new owners.

Landscape (Linda Herron) – Ms. Herron reported that tree trimming is almost complete for this year. Waraners will trim the big white oak, remove dead wood, thin the crown and elevate the portion over the parking area and driveway. MOD Rehab Crew will begin work next week. There is an earth sliding problem at the end of the entry below entry 20 and next to 2945. It will be remedied with waddle and gorilla bark. The area at 2921 behind “Bobbie’s bench” will be cleared of old junipers and replanted with shrubs to blend with the surrounding area. Two sodded areas cleared for cluster mailboxes will be repaired. Several dying trees will be replaced. Water usage will continue to be monitored carefully. When appropriate, we will water individual new or struggling plants by hand to avoid having to irrigate an entire area.

Financial (Harriett-Lee Keller) No financials available.

Mr. Donner reported that the operating fund is at \$42,396. The replacement reserves are at \$364,735 for a total of \$407,131. The Mutual is on budget through February. Building and landscaping is over budget, but this is due to seasonal items and will change throughout the year.

Social (Roseanne Wright) – Ms. Wright reported that the committee will do Easter decorating. There will be an evening gathering on May 1 at the park. The Hot Dog Lunch is tentatively scheduled for the last week in July. The Soup Luncheon was a great success.

New Resident Greeter (Lynda Caputo) – Ms. Caputo reported that she met with the new owners of 2865 #4. They are new to the Bay area.

UNFINISHED BUSINESS

Smoke Alarm Program – Mr. Herron reported that he and three other volunteers have finished checking and changing the batteries for the smoke detectors in the Mutual.

There were only two that didn't get changed because the residents were not available. The cost for the program was approximately \$200, saving \$800 from the original budget of \$1,000.

Grant for Exclusive Use – Resident Ron Reece at 2945 Ptarmigan Dr. #1 has asked to have use of the common area behind his property. Following Mutual procedure, ballots were mailed to owners for a vote. The Inspector of Elections, Jackie Warden, tallied the votes during the Board meeting. The results were: 67 For and 2 Against.

Mr. Herron motioned that the Board approve the Grant of Exclusive Use at 2945 Ptarmigan Dr. #1 and that the Association will not receive any monetary consideration for this area. However, the applicant will be responsible for providing insurance coverage for this area and will be responsible for all costs, currently at \$1,331.40, of the membership vote as per Civil Code #1363.07. The membership voted to approve the Grant of Exclusive Use on April 9, 2014. It was seconded by Ms. Caputo and the motion carried without dissent.

Mr. Herron will write a letter for the office to mail to the owner advising him of the results of the election and his responsibilities.

The accounting department has been sent the invoices to bill the owner.

NEW BUSINESS

Mr. West provided the Board with the bids for the roofing project. After discussion, the Board agreed that Sorenson & Associates Roofing, Inc. would be the best company for the project.

Ms. Caputo motioned to accept the proposal from Sorenson & Associates Roofing, Inc. to reroof six buildings (2877, 2881, 2885, 2889, 2893, and 2897 Ptarmigan Drive) at a total cost of \$75,399. This price is to include the plywood, pre-painted fascia gutters and downspouts at existing locations. Mr. Pischke seconded and the motion carried without dissent.

Mr. Herron reported that the Mutual has not received a request to extend the lease at 2937 #2. It has been leased for nine months and still has three months available for leasing.

Ms. Wright motioned to approve a lease extension at 2937 #2 for three months, if requested. Ms. Caputo seconded and the motion carried without dissent.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:30 a.m.

The next regular Board meeting is scheduled for Wednesday, July 9, 2014 at 9:30 a.m. in the Gateway Clubhouse – Board Room.

/s/

Roseanne Wright, Secretary
Walnut Creek Mutual No. Thirty