

M I N U T E S
THIRD WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, AUGUST 10, 2015 AT 9:00 A.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD WALNUT CREEK, CA 94595

President Gery Yearout called the Regular Meeting of the Board of Directors of Third Walnut Creek Mutual to order at 9:00 a.m. on Monday, August 10, 2015.

Ms. Poling took the roll call.

PRESENT:

Gery Yearout, President (XI)	Chuck Sanderson, Director District VI
Judy Bank, Vice President (XV)	Toby Dicker, Director District VIII
Kathy Poling, Secretary (III)	Vacant, Director District IX
Jane Norbeck, Director District IV	Jean Faszholz, Director District XII
Jack Case, Director District V	Walt Braun, Director District XIII
	Mike Fleck, Director District XIV

EXCUSED:

John McDonnell, Treasurer (X)

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick Chakoff, GRF Chief Financial Officer; Clayton Clark, TWCM Building Maintenance Manager; and Sharon Fees, Board Services Coordinator.

There were twenty-three additional Mutual members present.

APPROVAL OF MINUTES: Gery Yearout asked for any additions or corrections to the following set of meeting minutes:

Regular Meeting of the Board.....July 13, 2015
Executive Session of the Board.....July 13, 2015

With one correction of an incomplete sentence made on page 2 of the minutes to the Regular Meeting of July 13, the minutes to the above stated meetings stand approved.

MEMBERS' FORUM:

Members were afforded the opportunity to express their views on Mutual matters.

PRESIDENT'S REPORT: Ms. Yearout

Highlights of the Presidents' Forum include:

PODs: PODs are not permitted to be parked on GRF streets and this rule will be enforced by Securitas. Mutuals may allow PODs to be parked on Mutual property.

Water: Water bills will be sent to Mutuals to assist Directors in tracking water usage in their Mutuals and Projects.

Drip Irrigation: Drip irrigation was installed in a defined area within Mutual 8 as an experiment to ascertain if this watering system is efficient and useful for Mutuals.

Insurance Rates for 2016: There will be a slight increase for 2016 by approximately five percent. However, this increase is based on the new, lower insurance rates that were established for the Mutuals in 2015.

Solar Rossmoor: This group is researching the feasibility of having a photo voltaic array installed on the Golden Rain Foundation (GRF) hillside by Mutual Operation Division (MOD), located at 800 Rockview Drive, in order to supply energy to GRF buildings. If predictions are correct, this will save all residents money.

Golf Cart Registration: GRF is willing to assist with golf cart registration, but it is incumbent upon each Mutual to develop a policy on this matter.

New CEO: The finalist in the search will be announced no later than October 6.

SECRETARY'S REPORT: Ms. Poling

Kathy Poling reported that she is reviewing meetings' minutes for clarity so that acronyms used do not hinder one's understanding of the content of the documents.

TREASURER'S REPORT: Mr. Fleck for Mr. McDonnell

Mike Fleck reported that the Committee reviewed the finances of all 24 Projects and concluded that Third Walnut Creek Mutual (TWCM) is fiscally sound. Receivables were also reviewed and evaluated. TWCM successfully converted its operating and reserve accounts to City National Bank from Mechanics Bank. This was done to eliminate bank fees. The C-DARS (Certificate of Deposit Account Registry Service) program is currently being utilized by TWCM. Projects that have money in excess of \$250,000 in their bank accounts should be invested in the C-DARS program to obtain better interest rates, but still keep it under federal protection.

COMMITTEE REPORTS:

BUDGET AND FINANCE: Mr. Fleck for Mr. McDonnell

No further report was given.

BUILDING MAINTENANCE: Mr. Braun

The written report was distributed to the Board Directors. Walt Braun reported that the Committee met at the end of July. The Committee is progressing with policy reviews as they pertain to building maintenance. The Solar sub-committee reported on the drip irrigation project in Mutual 8. Cost codes continue to be developed by Clayton Clark and the Committee. Chris Preminger, who is the staff liaison between Third Mutual and Helsing Co., the reserve analysis company, will also be involved with this project. Maintenance Standards continue to be developed and reviewed as well.

LANDSCAPE: Mrs. Faszholz

Jean Faszholz reported that the landscape contract with Terra Landscape expires in 2017. She also commented on the condition of the trees as a result of the draught. She is awaiting an estimate from Valley Crest Co. on trenching for irrigating the existing redwoods.

Faszholz said that she will be investigating the drip irrigation project in Mutual 8 to see if this might be a viable option for areas within Third Mutual.

Faszholz encouraged new Directors to meet with Steve Ormond, TWCM Landscape Supervisor, for an explanation of what he and his staff do, what the landscape vendor does, and the costs involved with landscaping.

GOVERNING DOCUMENTS: Ms. Bank

Judy Bank reported that the Committee will be reviewing CCRs of other Mutuels that have recently been updated and that closely resemble Third Mutual as a first step to updating Third Mutual's CCRs.

On the advice of legal counsel, Bank asked each committee to review policies that pertain to that committee to make sure that inconsistencies and contradictions do not exist within each policy and from policy to policy.

ALTERATION PERMIT REVIEW COMMITTEE: Mr. Case

Jack Case reported that Leslie Lucas had done an excellent job keeping up with the volume of work since Bill Parsons took medical leave. Luckily, Bill is better and has recently returned to work.

AUDIT COMMITTEE: Mr. Braun

The Audit Committee will be meeting on August 18 to review proposals of two auditing firms. The Committee will make a recommendation to the Board as to which firm to hire.

COMMUNICATIONS COMMITTEE: Ms. Poling

Kathy Poling reported that she has submitted several articles to the Rossmoor News. Poling will continue to focus on getting more articles published in the Rossmoor News.

She asked Directors to forward Project newsletters to her so that she can create a file for the Mutual's reference.

Poling will call a meeting of the Committee in the near future.

EMERGENCY PREPAREDNESS: Ms. Norbeck

Jane Norbeck presented her report. The TWCM Emergency Preparedness Committee will be sponsoring a fall seminar. It is tentatively scheduled for November 12 and will cover the topic of in-home safety.

The Committee is currently updating the Entry Coordinator data base.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Appointment of Assistant Treasurer: Gery Yearout appointed Mike Fleck as Assistant Treasurer for the Mutual.

Motions to lien: There were no motions to lien.

Cost Coding: Walt Braun moved and Chuck Sanderson seconded to accept the series of Cost Codes as presented by the Building Maintenance Committee and to authorize Walt Braun to oversee the implementation of these codes, working with TWCM Directors and staff. It is intended that these Cost Codes will be used across Third Mutual to help eliminate costing errors by building standards and to provide consistency throughout the Mutual. The motion passed unanimously.

10-year Smoke Detectors: Walt Braun moved and Jack Case seconded to direct MOD to install of 10-year smoke detectors throughout the Mutual, maintain appropriate replacement records, and to discontinue the smoke detector battery replacement program. The matter was tabled for further research..

Director Resignations: Mike Fleck moved and Judy Bank seconded to accept the resignation of District IX Director, Rob Rothway. The motion passed unanimously. Mike Fleck moved and Toby Dicker seconded to accept the resignation of District VII

Director, Chuck Sanderson, whose resignation will be effective September 1, 2015. The motion passed unanimously.

Appointment of Replacement Directors: Kathy Poling moved and Jack Case seconded to appoint Carol Keating as the replacement director for District IX. The motion passed unanimously. Chuck Sanderson moved and Jack Case seconded to appoint Victor McPhun as the replacement director for District VII. The motion passed unanimously.

COMCAST Representative Introduction: Rebecca Zaldivar, Rossmoor's COMCAST Liaison, introduced herself and offered that she would be happy to host an educational event for Third Mutual residents on how to use the various services that COMCAST offers.

TWCM Goals for the coming year: Gery Yearout asked the Board for their input on goals to tackle over the next several months. The group came up with the following:

- Electric Golf Cart/Electric Vehicle charging safety
- Encroachments as they relate to the Projects' CCRs and Civil Code
- CCRs and Polices: eliminating contradictions, correcting grammar and typographical errors in policies and do an overhaul of the CCRs.
- Update the Architectural Standards

ADJOURNMENT

Having no further business the regular meeting recessed at 10:21 a.m. to an Executive Session.



Sharon Fees, Assistant Secretary
Third Walnut Creek Mutual