

M I N U T E S
THIRD WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, APRIL 11, 2016 AT 9:00 A.M.
GATEWAY BOARD ROOM
1001 GOLDEN RAIN RD., 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, April 11, 2016.

Ms. Poling took the roll:

PRESENT:

Gery Yearout, President (XI)	Toby Dicker, Director District VIII
Judy Bank, Vice President (XV)	Jack Case, Director District V
John McDonnell, Treasurer (X)	Carol Keating, Director District IX
Kathy Poling, Secretary (III)	Jean Faszholz, Director District XII
Jane Norbeck, Director District IV	Walt Braun, Director District XIII
Victor McPhun, Director District VI	Christine Monsen, Director District XIV

Seventeen additional Mutual members were present.

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Clayton Clark, Building Maintenance Manager; and Sharon Fees, Board Services Coordinator.

APPROVAL OF MINUTES: Gery Yearout asked for any corrections and/or additions to the following sets of minutes:

Regular Meeting of the Board.....March 14, 2016

Jane Norbeck noted that in the last line of the first full paragraph on page 3 of 5 the word “and” between the words “lines” and “gaskets” should be eliminated as clarified by Building Maintenance Manager Clayton Clark. With this change made, the minutes to the March 14, 2016 board meeting stand approved.

MEMBERS’ FORUM:

Stan Stephens, 5593 Terra Granada Dr. #2: Mr. Stephens noted that policies are useless unless residents are aware of them and unless they are enforced. Mr. Stephens also expressed his curiosity as to why, under Policy 59, proposed amendments only now require homeowners to apply for a permit to install hard-surfaced flooring in lower units.

Jean Howard, 2520 Ptarmigan Dr. #2: Ms. Howard expressed her distress over a neighbor in her building who she believes is causing safety and health issues. It is suspected that this neighbor is a hoarder and this neighbor allegedly exhibits unpredictable behavior that results

in the fire department and/or police to be called to the neighbor's home on a regular basis. The Board responded to Ms. Howard that the Mutual is aware of the situation and is doing everything within its power to address the concerning situation.

Carol Krueger, 2520 Ptarmigan Dr. #3: Ms. Krueger also expressed her deep distress over this resident who has created much disruption in the area.

Anne Foreman, 5333 Terra Granada Dr. #1A: Ms. Foreman reminded the Board and assembled group that there will a large Earth Day event on Friday, April 15, in the Fireside Room at Gateway and that all Rossmoorians are invited to attend.

OFFICER AND COMMITTEE REPORTS:

PRESIDENTS' REPORT: Ms. Yearout

Golf Cart Registration: This matter is still under discussion amongst Mutual Presidents. The GRF Board of Directors is also reviewing this matter.

Electric Vehicles: Discussion concerning electric vehicles and the safety surrounding the charging of these vehicles took place. Gery Yearout reported that TWCM is close to finalizing an update on the policy concerning electricity use in the common area and it will soon be ready for distribution to the Third Mutual membership for comment prior to its adoption.

The leasing of manors: Rossmoor is a mostly owner-occupied community. Mutuals have policies and restrictions regarding the leasing of manors that vary, but that mostly limit rentals to 12 months per ownership.

Facility Use: There is concern that non-Rossmoor residents are using Rossmoor amenities. There was some discussion regarding the tightening of regulations through GRF in order to eliminate use by individuals who really do not live in Rossmoor.

Topics for Discussion at the Presidents' Forum: Gery Yearout encouraged TWCM residents to bring topics that are relevant to Third Mutual to her for presentation at the next Presidents' Forum.

SECRETARY'S REPORT: Ms. Poling

No report was given.

TREASURER'S REPORT: Mr. McDonnell

John McDonnell presented the coupon and owner-billable aging reports. McDonnell reviews Reserve checks cut on a weekly basis with Assistant Controller Tess Haskett. He works regularly with Building Maintenance Manager Clayton Clark and Building Maintenance Coordinator Nancy Bunch on the organization of owner-billable accounts.

Budget and Finance Committee meetings will now take place quarterly, on the first Monday of each month, beginning at 2:00 p.m. in the Gateway Board Room. The remaining meetings scheduled for 2016 are May 2, August 1, and November 7.

BUILDING MAINTENANCE: Mr. Braun

The latest Building Maintenance Committee meeting took place on March 25.

The Reserve Study worksheets are now ready and available to Directors. Walt Braun and Business Operations Manager Chris Preminger will be holding a special open meeting on May 11, 2016, beginning at 10 a.m. in the Club Room at Creekside to review Reserve Studies with Board Directors.

Directors have been presented with the Building Status Report as provided by Clayton Clark. Committee Member Roger Smith is working on a maintenance standard for condensate lines.

Braun thanked Kathy Poling for her work on the Solar Policy. It is anticipated that the proposed amendments to the Solar Policy will be presented to the Board for approval and then sent to the TWCM membership for the required comment period sometime in late May. The proposed policy amendments will be presented and discussed at the annual meeting in June and then reviewed and most probably adopted at the regular open board meeting in July.

LANDSCAPING: Mrs. Faszholz

Faszholz asked Directors to review the report submitted by Steve Ormond. Directors were reminded that landscape rehabs are fast approaching. So far, the water remains off due to the good fortune of the area having experienced rain.

The Mutual-wide Landscape Meeting will take place on April 28, 10 a.m., at Creekside. Discussion about the drought will take place. Other discussion topics will be trees, shrub pruning, and irrigation. Retiring Landscape Manager, Rich Perona, will make a presentation about his career and years of service at Rossmoor. A celebration reception will follow.

Rebecca Pollon, formerly of ValleyCrest, will be Perona's replacement.

GOVERNING DOCUMENTS: Ms. Bank

Judy Bank reported that Policy 64A and 64B will be discussed under old Business.

Bank also reported that the Committee is obtaining bids from various legal firms for the CC&R re-write.

ALTERATIONS: Mr. Case

Jack Case noted that contractors need to be required to the service lines of newly installed Air Conditioners painted. Additionally, he requested that the Alterations/Resales Inspectors encourage contractors to advise MOD when they find dry rot when installing replacement windows. This way, the dry rot can get repaired instead of just covered up.

AUDIT: Mr. Braun

No report was given.

COMMUNICATIONS: Ms. Poling

Kathy Poling reported that she includes interesting points from board meetings and topics of importance to Third Mutual residents in the articles that she writes for the Rossmoor News.

EMERGENCY PREPAREDNESS: Ms. Norbeck

Jane Norbeck announced that the newest member of the TWCM Emergency Preparedness Committee is Amal Moulik. He has been very active and a great asset to the Committee.

OLD BUSINESS

The CC&R update, the research and review for the Mutual-wide encroachment issue, and the owner-billable collection process are all works in progress. Gery Yearout reported that, after further investigation, the encroachment issues are not as serious as they were first perceived. The next step is to solicit direction from legal counsel.

Policy 64A & 64B: The proposed amendments to Policy 64A & 64B were agreed upon by the Governing Documents and Building Maintenance Committees and were presented to the Third Mutual Board. These amendments are being proposed because of safety issues that have arisen as a result of instances of overloaded electrical capacity being. Walt Braun moved and Jean Faszholtz seconded to accept the proposed amendments and have them distributed to the membership for the required 30-day comment period prior to final adoption in July. The motion passed unanimously.

2015 Financial Audit: Walt Braun explained that the auditors were invited to an open board meeting in March to explain the findings of the TWCM 2015 Financial Audit. The auditors were very complimentary of the Mutual and staff for their thoroughness in the management of the Association's finances. Walt Braun moved to accept the 2015 Financial Audit Report and Jack Case seconded the motion. The motion passed unanimously.

NEW BUSINESS

Motions to lien: There were no motions to lien.

Change of term duration for District XI: Jean Faszholz moved and Walt Braun seconded to change the duration of the next term for the District XI Director from three years to only two years. Doing so will enable the Mutual to more evenly space out the expiration of Directors' terms. The intention would be that subsequent terms for District XI will revert back to three years. The motion passed unanimously.

ADJOURNMENT

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



Sharon Fees, Assistant Secretary
Third Walnut Creek Mutual

The Board met in Executive Session at 10:45 a.m. following adjournment of the open Board meeting to:

- Discuss a proposed foreclosure—concluded
- Discuss a completed IDR—issue resolved
- Establish a mediation date in a pending member dispute
- Report on a settlement made with a homeowner
- Report on a pending Meet and Confer to be held with a homeowner
- Discuss possible litigation
- Consider late fee waiver—concluded
- Consider member demand for personal property loss—concluded
- Consider member policy compliance

Having no further business the executive session adjourned at 11:45 a.m.