

M I N U T E S  
THIRD WALNUT CREEK MUTUAL  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONDAY, AUGUST 11, 2014, 9:00 A.M.  
BOARD ROOM, 1001 GOLDEN RAIN ROAD WALNUT CREEK, CA 94595

President Chuck Sanderson called the Regular Meeting of the Board of Directors of Third Walnut Creek Mutual to order at 9:00 a.m. on Monday, August 11, 2014.

Ms. Bank took the roll call.

Attendance

PRESENT:

Charles Sanderson, President (VII)	Richard Bishop, Director District V
Rob Rothway, Vice President (VIII)	Doug Hipsley, Director, District X
Frank Anton, Director District (VII)	Geri Yearout, Director, District XI
Judy Bank, Secretary (XV)	Jean Faszholz, Director, District XII
Ove Floystrup, Director District III	Walt Braun, Director, District XIII
Stanley Newman, Director District IV	

EXCUSED:

Robert Beach, Director, District XIV

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

There were eight additional mutual members present.

Approval of  
Minutes

APPROVAL OF MINUTES: Chuck Sanderson announced that the July minutes will be approved at the September meeting.

MEMBERS' FORUM:

Members' Forum

Diane Guilfooy, 1434 Stanley Dollar Dr. #3A: Mr. Guilfooy asked the Board of Third Mutual to request a water-use audit provided for free by EBMUD.

Paul Donner asked that Directors go through Landscape Manager Rich Perona to make appointments with EBMUD

Roxanne Stallings, 3478 Rossmoor Pkwy. #3: Ms. Stallings expressed her concern about the language of proposed Policy 39 Code of Conduct.

Anne Foreman, 5333 Terra Granada Dr. #1A: Ms. Foreman expressed her concern about the language of proposed Policy 39 Code of Conduct.

President's  
Report

PRESIDENT'S REPORT: Mr. Sanderson

EBMUD Presentation: There are numerous brochures and pamphlets about water conservation that are available in the Mutuals' Board Office that have been provided by EBMUD.

Compensation, pensions, and bonus structures were discussed in Presidents' Forum.

Projects 50 and 55: Residents of Projects 50 and 55 have been invited to a District VIII meeting to be held on August 19 in order to receive a status of the two Projects.

SECRETARY'S REPORT: Ms. Bank

Secretary's  
Report

No report was given.

TREASURER'S REPORT: Mr. Anton

Treasurer's  
Report

As the financial reports were yet available from the accounting department, there was no current report available for this meeting.

COMMITTEE REPORTS:

Committee  
Reports

BUDGET AND FINANCE: Mr. Anton

Budget and  
Finance

Frank Anton submitted a detailed report concerning the C-DARS program. In this report he identified which Projects in Third Mutual would benefit from participating in this program. After his presentation, Anton answered Board Director questions.

BUILDING MAINTENANCE: Mr. Braun

Building  
Maintenance

Walt Braun Building Maintenance Committee meeting minutes. Highlights of the issues that the Committee is currently tackling are the following:

- 1) Paul Donner reported that the Helsing Reserve Studies will be ready soon;
- 2) Clayton Clark provided a building rehab status and reported that there are no major schedule issues; and
- 3) Clark also reported that this time of year A/C condensate lines located on the outside of some manors can become clogged with debris and back up, thus causing water damage to property. A/C units are the responsibility of homeowners, but it was discussed that perhaps Directors should alert homeowners of the possibility of a back-up occurring.

Landscape

LANDSCAPE:

Turf is still under a ten percent irrigation cut back.

Judy Bank moved and Jean Faszholtz seconded that a uniform policy exist for Third Mutual that dead plants that are removed are not replaced until after October 15. The motion passed by majority vote of six for and five against.

GOVERNING DOCUMENTS: Mr. Sanderson

Governing  
Documents

Policy 39 is receiving many resident comments.

Policy 64, Power Sources for Electric Automobiles, is being revised.

Policies involving investments and collections will be revisited also.

A policy of ceding property in the case of alterations being approved by the board and implemented by individual homeowners is being fashioned.

A revision of monthly financial reports is being formulated.

ALTERATION PERMIT REVIEW COMMITTEE: Mr. Case, Chair

Alteration Permit  
Review  
Committee

The concept of an application check-list for homeowners is being considered.

AUDIT COMMITTEE: Mr. Braun

Audit Committee

Walt Braun is considering a calendar of Committee meetings.

COMMUNICATIONS COMMITTEE: Mrs. Yearout

Communications  
Committee

No report was given.

EMERGENCY PREPAREDNESS: Mr. Hipsley, Chair

Emergency  
Preparedness

Doug Hipsley presented his report and announced that Third Mutual is co-sponsoring a fire safety seminar on August 26, at Fireside. He provided a draft agenda of the event for the TWCM Board Directors.

Old Business

OLD BUSINESS

Golf Ball Issue: GRF denied Doug Hipsley's request to pay for a golf safety net in its entirety, but suggested a cost-sharing option. Walt Braun moved and Doug Hipsley seconded to respond to GRF, via letter, indicating that the Mutual does not concur with the GRF proposal of cost-sharing and that Golf Course Management could charge a user surcharge of \$1 per round of golf in order to raise funds for these types of management issues. The motion passed with no votes submitted by Frank Anton, Gery Yearout, Stan Newman, and Rob Rothway.

New Business

NEW BUSINESS

Motions to Lien: There were no motions to lien.

Election of Mutual Treasurer: Doug Hipsley moved and Walt Braun seconded to elect Frank Anton as the Mutual's Treasurer. The motion passed unanimously.

Alterations Committee Chairperson: President Chuck Sanderson appointed Jack Case as the Chairperson of the Alterations Committee.

Additions to Committee Matrix: Frank Anton moved and Judy Bank seconded to appoint resident Terry Bedford to the Budget and Finance Committee. The motion passed unanimously.

Walt Braun moved and Frank Anton seconded to appoint resident Roger Smith to the Building Maintenance Committee. The motion passed unanimously.

C-DARS Program: A motion was made, seconded, and unanimously approved to move forward with utilizing the C-DARS program in order to stay compliant with Third Mutual governing documents to have all monies insured by the backing of the Federal Government.

Customer Service Survey: Judy Bank asked to participate in the creation of a customer service survey with Paul Donner. He agreed and welcomed her participation.

ADJOURNMENT

Adjournment

Having no further business the regular meeting adjourned at 11:34 a.m. to an Executive Session.



Sharon Fees, Assistant Secretary  
Third Walnut Creek Mutual

