

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, OCTOBER 17, 2018 AT 2:00PM
MOD LARGE CONFERENCE ROOM
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

Call to Order

President Burch called the meeting to order at 2:00pm.

Roll Call

Directors Present: Robert Burch, President
Sonya Ford, Vice President
Henry Mei, Treasurer
Ron Schwartz, Secretary
Richard Pancoast, Director

Committees: Sonya Ford, Landscape Maintenance
Sheafe Ewing, Building Maintenance - absent
Richard Pancoast, Alterations - absent
Norm King, Solar
Trudi Garland, Hospitality
John Mosher, Emergency Preparedness
David Vereeke, EVCS Committee

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Kelly Mattison, Board Services Coordinator.

Approval of Meeting Minutes

President Burch asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board September 19, 2018

The minutes to the September 19, 2018 regular meeting were approved.

Moved, Seconded, Carried 5-0

Residents' Forum

A Resident's Forum was held for comments and questions from the membership.

Treasurer's Report: Henry Mei

The September 30, 2018 Financial Report was presented as follows:

- a) Operating: \$47,742
- b) Reserves: \$575,745

Landscape Report: Rebecca Pollon & Sonya Ford

Vice President Ford reported that MOD wrapped up their rehab days and the plants are due to arrive this week. Rebecca and Sonya will be meeting for tree walk on November 1st. The tree work will concentrate on tree health and if an owner wants to have view work done it will be at

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

the owner's expense.

Building Maintenance Report: Rick West & Richard Pancoast

Building Maintenance Manager Rick West reported the following:

PENDING ITEMS:

1. New red curb painting and signage. (Waiting on Committee walkthrough to identify specific locations on map).
This item was tabled to the next Board Meeting.
2. Review Gutter Cleaning Proposals from PGS for two cleanings at \$14,010 and from Five Star for two cleanings at \$12,100.
A motion was made to approve the gutter cleaning proposal from Five Star in the amount of \$12,100 for two cleanings.
Moved, Seconded, Carried 5-0

INFORMATION ITEMS: Work Scheduled, In Progress, or Complete

1. Balcony Inspection and Re-caulking - Contractor: State Roofing - (waiting for estimate).
2. 3318 PT Breezeway coating / crack fill Contractor: Perfect Painting - Cost \$38,240.00 (Completed).
3. 3318 PT - 2ND Floor Breezeway beam repair - (Waiting for additional bid proposals).
4. New irrigation pump motor to be installed in January - (Work pending).
The Board discussed the options between a new motor and a rebuilt motor. A motion was made to approve an East Bay Pump quote for a new pump motor at a cost not to exceed \$5,800.
Moved, Seconded, Carried 5-0

Alterations Committee

No report was presented.

Solar Committee

Norm King reported that Sustainable Rossmoor will be featuring M48 at their next meeting on November 13th @ 7PM in the Fairway Room at Creekside. The committee will also be presenting at the next President's forum. Other Mutuels are curious how the solar was done on M48. Phase III is underway with 4 new owners. An assessment of the roof space left will take place before consideration of the 3 story buildings.

Hospitality Committee

Trudi Garland reported that the Holiday Party will take place on Tuesday December 4th in the Dollar Clubhouse. Scotts will be catering, and the bartender is being worked out. The Summer Picnic and Holiday Dinner for 2019 will also take place at a new location the Diablo Room.

Emergency Preparedness Committee

John Mosher reported that the annual Walkout will take place on November 1st at 6PM. Emails were sent to residents and a flyer will be distributed 10 days in advance.

EVCS – Electric Vehicle Charge Station Committee

David Vereeke reported that the charge station installation should be completed tomorrow. The

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

wiring will not be live until PG&E comes out. The internet connection will be housed in Vereeke's attic.

Presidents Forum

No report was presented.

New Business

Approval of Water Pump Estimate: A motion to approve a new water pump was made during the Building Maintenance Report.

Elevators at 3318 and 3324: The Board discussed the need to schedule some elevator maintenance that will include monitorization, electronics repairs, panel repair, flooring repair, and a button that will replace the phone. This will be to comply with ADA requirements and the elevators will not be accessible for 6 weeks.

Next Board Meeting

The next Regular Meeting will also be held on Wednesday, November 21, 2018 at 2:00pm in the large conference room of MOD.

Adjournment

President Burch adjourned the regular meeting at 3:14pm and the Board moved into executive session to discuss member discipline.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.



**Assistant Secretary
Mutual 48**