

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, OCTOBER 18, 2017 AT 2:00PM
MOD LARGE CONFERENCE ROOM
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

Call to Order

Vice President Ford called the meeting to order at 2:00PM

Roll Call

Directors Present: Sonya Ford, Vice President
Henry Mei, Treasurer
Richard Pancoast, Director

Directors Absent: Robert Burch, President
Norm King, Secretary

Committees: Sonya Ford, Landscape Maintenance
Sheafe Ewing, Building Maintenance
Norm King, Solar - **Absent**
John Mosher, Emergency Preparedness - **Absent**
Trudi Garland, Hospitality

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

Approval of Meeting Minutes

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

Regular Meeting of the BoardSeptember 20, 2017

The minutes to the aforementioned meeting were approved.

Moved, Seconded, Carried 3-0

Residents' Forum

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

Treasurer's Report: Henry Mei

The September 30, 2017 Financial Report was presented as follows:

- a) Operating \$15,955
- b) Reserves \$599,709

Landscape Report: Sonya Ford & Rebecca Pollon

Vice President Ford reported that the landscape rehab is finished and during the rehab an irrigation pump was found not working. With the new plants more water will be needed for a while. Eventually 3306 will need a new color of granite.

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Lawn Maintenance: Bare spots in the turf are being over seeded this month. As weather cools irrigation will be less frequent and mowing will also occur less frequently.

Entry Maintenance: Entry maintenance crews are turning their attention to leaf clean up, keeping sidewalks clear of leaves as much as possible.

Landscape Rehab: 2017 MOD work days are finished and all outlined tasks were completed.

Building Maintenance Report: Sheafe Ewing & Rick West

Action Items:

1. Deck coating on all upper front landings for E-19 Perfect Painting / EmpireWorks estimates: EmpireWorks \$27,900.00 / Perfect Painting \$20,587.00). EmpireWorks would be able to start in October. Perfect painting is looking at November for scheduling.

A motion was made to approve \$13,500 of the work to be done in 2017 by EmpireWorks.

Moved, Seconded, Carried 3-0

Work in Progress:

1. Professional Gutter Services (PGS) gutter cleaning is completed. MOD is completing areas identified by PGS on gutters, downspouts, and underground drains.

Completed:

1. 3266 4B - Dry Rot repairs on front landing - Contractor AMAC - Work is completed except for painting. AMAC is waiting for stucco cure time of 29 days before painting.
2. East Bay Pump - Installed new irrigation pump in pump house. This included a new gauge and shut off valves.

The Board directed Rick West to get an estimate for roof blowers.

Alterations Committee

Director Pancoast reported that a request for chairlift at 3266 3B has been approved.

Solar Committee

David Vereeke reported on the structure of the billing process and that the committee is looking into the fairest way to do the billing in the future.

Hospitality Committee

Chairperson Garland reported that the Holiday Party will be December 5th will be catered by Creekside. There may be some mini social events taking place after the walk out exercise taken place on November 2nd.

Vehicle Charging Station Committee

Chairman Vereeke reported that he did not receive a positive response from members on the PG&E pilot program. So far he only has 4 yeses and 1 possible when the program needs 10 interested parties.

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Emergency Preparedness Committee

A reminder was given about the November 2nd walk out.

Presidents Forum

No report was presented.

New Business

The Board briefly discussed earthquake insurance

Next Board Meeting

A Budget Presentation Meeting will be held on Wednesday, October 25, 2017 in the Main Room at Dollar Clubhouse at 2:00PM. The next Regular Meeting will be held on Wednesday, November 15, 2017 at 2:00PM in the MOD Large Conference Room at 800 Rockview Drive.

Adjournment

Vice President Ford adjourned meeting at 3:06PM.

Secretary's Certificate

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



Assistant Secretary