

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, NOVEMBER 21, 2016 AT 1:30 P.M.
BOARD ROOM – GATEWAY

President Cardinal called to order a regular meeting of the Board of Directors of Fourth Walnut Creek Mutual at 1:30 p.m. on Monday, November 21, 2016 in the Board Room at Gateway complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	Donald Cardinal	President
	Sara Seltzer	Vice President
	Mike Leinbach	Treasurer
	Nancy Partovi	Secretary
	Diane Buonaccorsi	Director

EXCUSED: None

Representing Mutual Operations were Paul Donner, Director of Mutual Operations; Rebecca Pollon, Landscape Manager; Rick West, Building Maintenance Manager; and Anne Paone, Administrative Secretary.

Mr. Cardinal welcomed fifty residents in attendance.

RESIDENTS' FORUM

Bev Terlep – Ms. Terlep stated that she is appalled at the recall of the Board. The Board donates hours of volunteer work. The Board followed the proper procedures to get proposals. There is a lot of misinformation going out to the membership.

Judy Becker – Ms. Becker wants the Board to do an informative presentation at the December 2nd meeting. She would like experts to attend. She wants to recall the Board so they can decide a different way to pay for the Tice Creek building repairs.

Judi Southcott – Ms. Southcott wants appropriate experts at the meeting.

Jeff Spires – Mr. Spires thanked the Board for all of the work that they have done. He noted that the Board is taking care of many items that had been deferred. He is concerned about what a new Board might do about items listed on the 2017 schedule.

Sheila Gorsuch – Ms. Gorsuch asked about rehab to landscaping in the back of E16. Ms. Seltzer responded that Rebecca Pollon has that area on her list.

Sheldon Schwartz – Mr. Schwartz would like Ned Clyde to be in attendance at the December 2nd meeting. He wants the engineering experts that provided the report to be in attendance as well. He asked who would be appointed the Inspector of Elections.

John Rosenberg – Mr. Rosenberg was surprised to learn his monthly fee will go up. He didn't know about it. He wants an expert to talk about the financial options.

Farhad Partovi – Mr. Partovi reported that he is against the Board recall. Mutual members should not intimidate people.

Mr. Cardinal reported that the rumor that the Board raised the coupon \$75 for the Tice Creek building is not true. \$44.00 of the increase will go to the building repairs. The other increases are due to MOD, GRF, and Comcast, not the Board.

Ms. Seltzer reported that the Board has been discussing 2128 Tice Creek for about 2 years. If members are not aware of this, perhaps they have never attended the Board meetings.

Ryoko Aoyagi – Ms. Aoyagi reported that she would like the Board to approve the Comcast offer.

Mr. Donner reported that if the Board adds the phone, it will be on the coupon even if someone doesn't want it. The Board has until December 2017 to make a decision.

Linda Sterling – Ms. Sterling stated that the community is only getting older and members should realize there will be unexpected maintenance. The Buildings are getting older. She suggested getting rid of the weak link on the Board, whomever you may think that is, but don't recall all of them.

Ken Clark – Mr. Clark stated that he thinks the Board has done an excellent job. His building had the same problems. They were caused by how it was built. The Board jumped through hoops to get it repaired. The membership does elect the Board.

APPROVAL OF MINUTES

Mr. Leinbach moved to approve the Consent Calendar as presented. Ms. Seltzer seconded and the motion passed without dissent.

(This included October 17, 2016 regular meeting minutes.)

MANAGEMENT REPORT: Paul Donner

Mr. Donner stated that Mr. West and Ms. Pollon will do their reports.

PRESIDENT'S REPORT: Don Cardinal

Mr. Cardinal reported that Maureen O'Rourke discussed the policies of the newspaper and explained why they print some articles/letters and not others.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE:

Ms. Seltzer reported that she placed copies of the letter from Mutual 30 on the side table for members to take. It addresses common area.

Ms. Pollon reported the following:

LAWN MAINTENANCE: Mowing is occurring every other week and turf is being watered 1-2 times per week depending on the weather. Sidewalks will be cleared. When the leaves are done falling they will clean them all up.

ENTRY MAINTENANCE: Entry crews are focusing on leaf cleanup and drain/v-ditch clearing through December.

TREE MAINTENANCE: Waraner Brothers Tree Service handles all work orders. There are no pending tree removal permits at this time

LANDSCAPE REHAB: The MOD crew will be planting some Hypericum at the entrance to Skycrest 10 in the next few days and completing a few small planting projects throughout the mutual before the end of the year.

BUILDING MAINTENANCE REPORT

Mr. West reported the following:

ACTION ITEMS: Proposal review and approval.

1. 1901 SC #3 – Ceiling drywall damage caused by clogged gutter. Servpro conducted dry out.
(Estimate for drywall repair presented to the board).

2116 Tice Creek #1 – the Board will review replacing the fence.

INFORMATION ITEMS: Work in progress or completed.

2. 1605 SC / 1609 SC – GEC soil survey and generated report. Core sampling completed.
(waiting on GEC report).
3. 2128 TC – Building Re-leveling and drainage - Ned Clyde started this morning to begin drainage phase of project, mid -November. Weather pending. This is slow-moving because of the holidays.
4. Rear balcony inspections by Jim Hogue. Estimate \$4,340.00 (work in progress).
5. 2013 SC – Sidewalk concrete tripping hazard – Five Star estimate \$1,200.00.
(completed).
6. 1833 SC - Sidewalk tripping hazard – Estimates Five Star \$2,475 (completed).

Mr. West reported that there will be a full cleaning of the gutters in January.

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE:

Mr. Cardinal reported that YTD, there were 28 completions, 28 processed and 18 permits issued. People are doing a lot of work to update their units.

EMERGENCY PREPAREDNESS COMMITTEE

Sheila Gorsuch reported that EPO meets every Saturday morning at Gateway for entry coordinator training, including radio operations. On December 5th, Lisa Katski will do her popular and amusing Emergency Preparedness presentation at 9:30 at Creekside. CERT training in Rossmoor is for 7 weeks and will start on January 11. Call Marcia McLean for more information at 415.246.1994. Training takes place four times a year for entry coordinators. Community Emergency Response Team (CERT) takes over during an event.

COMMUNICATIONS COMMITTEE

No report.

POLICY COMMITTEE

Ms. Partovi reported that the policies have been sent to the attorney. Once ready to be mailed, they will be sent to the membership for comments.

Ms. Seltzer thanked Ms. Partovi for typing all of the changes.

OFFICERS REPORTS

1. President's Report: None
2. Vice President: None
3. Treasurer: Mr. Leinbach reported that the October financials YTD show the Mutual had \$825,000 in the reserve fund. The Mutual was \$22,000 under budget.
4. Secretary: No report.

UNFINISHED BUSINESS

Ms. Seltzer reported that there are trees that are still overgrown in patio areas. She would like the Board to consider options.

NEW BUSINESS

Mr. Cardinal asked for a motion to approve the auditor's proposal.

Mr. Leinbach moved to approve the auditor's proposal from Henrick, Douglas and Porter to complete the audit and taxes. Ms. Seltzer seconded and the motion carried without dissent.

Mr. West talked to GEC about attending the December 2 meeting. They require a minimum of two hours at \$250 an hour plus travel time. Mr. West will contact other professionals for the meeting. Ned Clyde will attend the meeting for free, if he is available.

ANNOUNCEMENT

The next regular board meeting is scheduled for January 17, 2016 at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 2:30 p.m.

/s/ Nancy Partovi, Secretary
Fourth Walnut Creek Mutual

An executive session was held following the open session at 2:45 p.m. Topics included:

- Legal issues-Sale of home, Recall Matters
- Member Issue-Reimbursement

With no further business to discuss, the Board adjourned the Executive Session at 3:50 p.m.

An executive session was held on November 1, 2016 at 10:00 a.m. Topics included:

- Legal Matters-Recall

With no further business to discuss, the Board adjourned the Executive Session at 11:40 a.m.