

MINUTES
FOURTH WALNUT CREEK MUTUAL

FIFTEENTH ANNUAL MEETING OF THE MEMBERS
THURSDAY, AUGUST 6, 2015 AT 4:00 P.M.
FIRESIDE ROOM – GATEWAY COMPLEX

The Fifteenth Annual Meeting of Members was convened by Treasurer Donald Cardinal on Thursday, August 6, 2015 at 4:00 p.m. in the Fireside Room, Gateway Complex, 1001 Golden Rain Road, Rossmoor, Walnut Creek, California.

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

ABSENT: Pauline Kelzer, President (Excused)

Representing staff were Paul Donner, Director of Mutual Operations and Anne Paone, Administrative Secretary.

Guest Speaker: Kerin Baker, VP Emergency Preparedness Organization

Treasurer Don Cardinal introduced the Board and welcomed the residents in attendance.

It was determined that a quorum was reached, with 120 residents present representing 82 member households of the total of 286 member households in the Mutual. Representation by 58 member households was needed for a quorum.

CERTIFICATION OF NOTICE OF MEETING

Secretary Anne Paone certified that notice of the annual membership meeting was published in the *Rossmoor News* on July 15 and July 22 and a notice was mailed to the membership in accordance with Article 4, Section 4.3 of the Bylaws of the corporation.

APPROVAL OF THE MINUTES

Treasurer Cardinal asked for any corrections or additions to the last Annual Membership Meeting held on August 7, 2014. Hearing none, he declared them approved as written and reviewed. He then asked if there were any corrections or additions to the minutes of the Organizational Meeting of August 13, 2014. Hearing none, he declared them approved as written and reviewed.

ELECTION RESULTS

There were two positions on the Board of Directors in this year's election. Incumbents, Nancy Partovi and Mike Leinbach submitted their candidacy statements by the deadline of July 1, 2015 and were determined eligible to run. No other candidates came forward.

Pursuant to Section 6.3 of the Bylaws, Ms. Partovi and Mr. Leinbach have been declared elected by acclamation of the membership.

TREASURER'S REPORT

Mr. Cardinal reported that the Mutual is in good financial shape. He reminded the membership that the buildings are 50+ years old. Trees are very mature and some roots get into the pipes. It can cost \$2,000 to have the tree removed. The reserve fund is down a little. There will be a slight increase to the Mutual coupon in 2016.

Water rates are going up and trash rates are going up. The Mutual is financially sound and has no large outstanding debt.

Mr. Donner reported that as of June 2015, the operating fund has a balance of \$50,058 and the reserve fund has a balance of \$970,178. The combined total of the funds is approximately \$1,200,000. He reminded everyone that the coupon has to match the expenses.

GUEST SPEAKER – Kerin Baker, VP Emergency Preparedness Organization

Mr. Cardinal introduced the guest speaker.

Ms. Baker introduced the EPO President, Colene Trinterud.

Ms. Baker reported that the EPO works with CERT and the City of Walnut Creek. There is a lot of work involved in planning for emergency preparedness. Residents are the first line of defense and need to be prepared. The entry coordinator is a link. The EPO meets the first Monday of the month at Creekside at 9:30 a.m. Entry coordinators attend EPO meetings. Ms. Baker suggested that everyone get to know their neighbors. Ellen Dietschy has a program called Map Your Neighborhood. Ms. Dietschy is happy to come to your entry and get your group started in this program.

Residents are taught how to prepare their homes and how to put together an emergency kit for their cars. Ms. Baker reminded residents that they should collect water, blankets, food and a radio. Additionally, they should have items for their animals, too. It is advised that you have enough water for 3 weeks. Keep a pair of shoes under your bed. A whistle is very handy in an emergency if you need help. Pack your medicines and other items in a bag that you may keep near the front door so you may grab it on the way out. If you have an emergency, place your sign in the window. Help or Okay. Display whichever side is pertinent. The entry coordinators are the link from neighbors to first responders such as the Red Cross or CERT. The coordinator has a binder with residents' names and information. Everyone should go to the previously designated location.

The entry coordinator may use an FRS (Family Radio System) walkie-talkie to tell CERT the status of your situation. EPO has CB and Ham Radio Operators. They have drills to make sure everything works correctly.

Pets will be cared for, too.

There is a fair on September 26 at Hillside from 10-2 p.m. There will be 12 booths set up. Caregivers should attend the fair, too.

Ms. Baker stated that everyone is invited to attend the EPO meetings. She reminded all residents to be prepared.

Treasurer Don Cardinal thanked Ms. Baker for her presentation.

DIRECTORS' REPORTS:

LANDSCAPE REPORT

Landscape Chair Sara Seltzer reported that at least half of the entries have a landscape representative. She thanked them for volunteering and noted that there are party favors on the side table for them. Ms. Seltzer has been communicating with the representatives and residents. The goal is that every entry should have the same degree of care. 4WCM has a volunteer to work with the Rossmoor Water Conservation Committee.

BUILDING MAINTENANCE REPORT

Mr. Cardinal explained that building maintenance has a schedule for various projects. Each building gets painted on a 10 year rotation. Sometimes a building may be skipped so that another building that is in need may be taken care of. There is a big problem with dry rot. Mr. Cardinal asked that if a resident sees any dry rot, please call MOD and report it. He reminded them that the buildings are 50 years old.

ARCHITECTURAL AND COMPLIANCE REPORT

Mr. Cardinal explained that an architectural change in a unit requires a permit. There is a small fee. The alteration application that the resident submits to the alteration department is then sent to the ACC for review. Years ago, there was only one ACC for all of Rossmoor and if you missed submitting your application, you had to wait until the following month to do so. 4WCM started their own ACC. Remember that contractors need to be insured. Make sure you contact MOD regarding any alterations.

EMERGENCY PREPAREDNESS REPORT

This was previously addressed by the guest speaker.

COMMUNICATIONS

Ms. Seltzer reported that there is a very active resident taking on the task of putting out the newsletter for the Mutual. Her name is Diane Buonaccorsi. Feel free to contact her to submit suggestions or an article.

MEMBERS' FORUM

A resident reported that she put an order in 3 weeks ago and has not had a response.

Mr. Donner said he would have Rich Perona look into it.

A resident reported that there is an issue with the trash bins from Republic Services. He wondered if some of the green bins should be replaced with the blue bins. He was advised to call Mary Ann at MOD as she works with Republic.

A resident asked how everyone would leave Rossmoor if there was an emergency. Another resident responded by saying that the police are working with Dennis Bell. Evacuation may be difficult and residents need to work on sheltering in place.

There was also a question about water conservation. Mr. Donner reported that Rossmoor is meeting all of its goals. There has been a reduction of 25%. The landscaping water has been reduced, but domestic water reduction is up to individuals. Meters are shared between buildings. A resident of Entry 17 stated that the water runs 40 minutes at least 2 times each night. Mr. Donner will make sure that someone checks the system. EBMUD advises that it is best to water twice in shorter periods. The watering schedule will remain at 2 days per week.

A resident reported that her home smells and her floors are black. She thinks there is too much water under the slab. Ms. Partovi suggested that it is sometimes easier to send an email to the work order desk. Then you have a record if it and it gets assigned a number for tracking. Emails should be sent to workorder@rossmoor.com.

Resident Steve Adza reported that the only agency that may institute an evacuation is the County Fire District and only under certain conditions.

Mr. Cardinal announced that next Board meeting will be held on Monday, September 21, 2015 at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the Fifteenth Annual Meeting of Members adjourned at 4:50 p.m.

/s/ Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual