

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD
TUESDAY, JANUARY 10, 2017 AT 1:30 P.M.
GATEWAY BOARD ROOM
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CA 94595

Call to Order

President Anderson called the meeting to order at 1:31 p.m.

Roll Call

Directors Present: Phil Anderson, President
Linda Fletcher, Secretary
Chuck Walls, Treasurer

Directors Excused: Martha Sonnenberg, Vice President
Dave Peters, Director

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Will Kim, Board Services Coordinators.

Approval of Meeting Minutes

President Anderson asked for any corrections and/or additions to the following sets of minutes:

Annual Board Meeting	November 7, 2016
Organizational Board Meeting.....	November 7, 2016
Regular Board Meeting	November 7, 2016
Open Session Board Meeting	December 8, 2016
Executive Session Board Meeting	December 8, 2016

There being no corrections, the minutes were approved.

Moved, Seconded, Carried 3-0

Residents' Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and M.O.D. staff representatives. The following topics were discussed: painting doors, deck coating, steel frames, and Maintenance Manager West was thanked for his work.

President's Report: Phil Anderson

The following topics were discussed during the President's Report:

- a) The Board would like to keep the coupon amount low and requested assistance from the membership in keeping operating costs down.
- b) The elevator maintenance service provider at building 5961 has been changed.

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Water Heater Installation & Repair: Building 5954

A motion was made to approve the installation of a Noritz Tankless Water Heater and a rebuild of an original unit by Leapfrog Plumbing for \$5,100.

Moved, Seconded, Carried 3-0

Alterations Committee: Vic Vigil

No report was presented to the membership.

Building Maintenance Committee: Vic Vigil

No report was presented to the membership.

Water Usage Committee: Vic Vigil

It was determined that the water meter at building 5961 is connected to the irrigation line. Thus, the cause of the high water bill at building 5961 is not due to over usage by a resident or water leak.

Pool Committee: Martha Sonnenberg

No report was presented to the membership.

Finance Committee: Mary Jane Hargrove

Finance Committee Chair Hargrove presented concerns with high phone bill fees and account receivables in the amount of approximately \$30,000. The Mutual Operations Department will look into the matter and a status update will follow.

Landscape Committee: Linda Fletcher

The Landscape Crew has been replacing shrubs and did a great job with improvements in front of building 5913.

Landscape Report: Rebecca Pollon

Entry Maintenance: Entry maintenance crews are concentrating on drain and v-ditch clearing and will begin hard pruning of overgrown shrubs once complete.

Tree Maintenance and Removal: The declining Poplar tree behind 5951 will be removed in upcoming weeks. Rebecca will arrange a tree walk-through with the landscape rep to identify winter tree pruning needs.

Landscape Rehab: MOD crews have completed specified projects for 2016 and Rebecca will arrange a walk through with the landscape representative in the coming months to identify needs for 2017.

Communications Committee: Linda Fletcher

If you wish to be included on the email contact list for agendas, please submit your request to M59@rossmoor.com

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Financial Report: Paul Donner

The financial report was presented as follows:

- a) Total Assets as of November 30, 2016
- b) Operating \$138,419.
- c) Reserves \$112,951.
- d) Total \$251,370.

Building Maintenance: Rick West

Action Items:

- 5951 AW: Estimate to relocate three (3) condensate lines in the garage by Leap Frog for \$1,885.00 was presented to the Board.
- Estimate to replace garage lighting to LED by Sang Electric for \$3,840 per garage was presented to the Board. A motion was made to approve the LED Garage Lighting Project with a total amount not to exceed \$9,000.

Moved, Seconded, Carried 3-0

Work in Progress:

- Cover for water pipes are on order
- Algae Buster scheduled to restart pool heater and check status

Follow up:

- 5951 AW: Completion of Mirt Painting's punch list has been put on hold due to adverse weather. Peeling doors and Bldg. 5920's repainting is scheduled to begin in Spring 2017.

Completed Items:

- 5922 Pool Cabana: New gas meter regulator installed by PG&E has been completed
- 5951 AW: Stairwell door sticking repairs have been completed by MOD
- 5920 HC: Mailbox and frame repairs have been completed by MOD
- 5961 HC: Separating garage lights from ground lights by Sang Electric has been completed

Comcast Phone Service

The Board reviewed and discussed results from the membership survey for Comcast phone service at \$20 a month per manor and a DVR package at \$9 a month per manor. The results of the survey were presented as follows:

Yes on DVR Service: 40 Votes
No on DVR Service: 25 Votes

Yes on Phone Service: 39 Votes
No on Phone Service: 27 Votes

Tabled, pending additional review and discussion by the Board.

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Pool Usage Agreement: Walnut Creek Mutual No. Sixty-One

Director Sonnenberg is in the process of presenting the pool usage contract to Walnut Creek Mutual No. Sixty-One.

Spa Refurbishing

A motion was made to approve the purchasing of four (4) new pool umbrellas for \$1,036.

Moved, Seconded, Carried 3-0

Amendment to CC&Rs

Director Peters will look into necessary amendments to the governing documents and provide recommendations to the Board for review. The Davis-Stirling Act requires a secret ballot vote of the membership before changes or amendments to the Bylaws and CC&Rs are adopted.

Deductible Share Agreement

To provide a course of funding for the deductible (up to and including \$100,000) for specified losses covered by the Commercial Property Insurance, a motion was made to approve an agreement to share the deductible amount under the commercial property coverage part of the blanket insurance policies, with fifteen not-for-profit mutual benefit corporations, effective January 1, 2017.

Moved, Seconded, Carried 3-0

Announcements

The next meeting will be held on Tuesday, March 7, 2017 in the Gateway Board Room at 1:30 p.m.

Adjournment

President Anderson adjourned the meeting at 2:45 a.m.

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.



Secretary