

WALNUT CREEK MUTUAL NO. FIFTY-NINE

SPECIAL MAINTENANCE MEETING MINUTES OF THE BOARD
TUESDAY, APRIL 10, 2018 AT 1:30PM
MOD LARGE CONFERENCE ROOM
800 ROCKVIEW, WALNUT CREEK, CA 94595

Call to Order

President Hargrove called the meeting to order at 1:30 p.m.

Roll Call

Directors Present: Mary Jane Hargrove, President
Jon Rantzman, Vice President
Linda Fletcher, Secretary
Victor Vigil, Treasurer

Directors Absent: Dave Peters, Director

Also Present: Rick West, Building Maintenance Manager

Residents' Forum

There were no residents in attendance.

Building Maintenance

A One Construction Proposals for Core Drilling of Breezeways: Inconsistent bids suggest an error in the estimate for core drilling. Rick will contact A1.

Notice to Residents: The Mutual will email work dates to residents two weeks before the breezeway coating is to be done. A hard copy flyer will be posted on doors one week before, informing residents that access to their breezeway will be blocked for 8 hours on the day of the work on their level.

Elevator Phones: Otis hooks up to auto dialers. Rick will contact Nick Grant of Otis.

Hot Water Heater Regular Servicing: A motion was made to have Leapfrog service the water heaters in 5910, 5913, 5920, 5951, and 5954 twice yearly for a total of \$2,350. Rick will obtain an estimate for maintenance service of the boiler at 5961.

Moved, Seconded, Carried 4-0

Roto Rooter Courtyard Drains: A motion was made to have Roto-Rooter clear courtyard drains annually.

Moved, Seconded, Carried 4-0

Trash Enclosures: A motion was made to replace trash enclosure doors at 5910 and 5920 for a total of \$3,799.

Moved, Seconded, Carried 4-0

Alteration Request: A motion was made to deny a request to install a gate in a patio railing

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at 5920 HC.

Moved, Seconded, Carried 4-0

Rick distributed a list of projects resulting from the board's recent maintenance walk-throughs.

Announcements

The next Regular meeting of the Board of Directors will be held on Tuesday, May 8, 2018 at 1:30 p.m. in the Board Room at Gateway.

Adjournment

President Hargrove adjourned the meeting at 2:35 p.m.

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.

Linda Fletcher

Linda Fletcher - Secretary