

FIFTH WALNUT CREEK MUTUAL  
MINUTES  
REGULAR MEETING OF THE BOARD  
Friday, September 18, 2015 at 11:00 AM  
Board Room, Gateway Complex  
1001 Golden Rain Rd., Walnut Creek, CA 94595

OPENING

President Ted Todd opened the meeting at 11:00 a.m. Other Board Directors also present were:

Virginia Oversby	Secretary/Treasurer
JoAnn Daigle	Director
Bill Martin	Director

Four additional Mutual members were present.

Staff was represented by Building Maintenance Manager, Rick West; and Board Secretary, Sharon Fees.

APPROVAL OF MINUTES

Virginia Oversby asked for any additions or corrections to the minutes of the Regular Meeting of May 15, 2015; the Special Meeting of June 22, 2015; the Annual Meeting of June 19, 2015; and the Organizational Meeting of June 19, 2015. With no edits requested, the Minutes were approved as presented.

MEMBERS FORUM

No presentations were made.

PRESIDENT'S REPORT

No report was given.

VICE PRESIDENT'S REPORT

Bill Martin commented to Rick West that he does not see a water valve near the street that would separate the water usage between Project 46 (Fifth Mutual) and Project 47 (Mutual Seventy).

SECRETARY'S REPORT

No report was given

TREASURER'S REPORT

Virginia Oversby presented the Treasurer's report for month ending August 2015. The Operating Fund balance is \$5,528 and the Reserve Fund balance is \$107,298, giving a total of \$112,925.

## COMMITTEE REPORTS

### Landscape – Bill Martin

Bill Martin reported on the following:

Since the structural work on the courtyard at 1221 AS is complete, MOD will schedule the rehab work to be done in the area.

A Courtyard Planting Sub-Committee was formed. The members of this Ad Hoc Committee include Nancy Cook, Miki Fasanella, and Marlene Farrell. They will be in charge of plant selection and installation.

Martin was successful at renegotiating the contract with Terra Landscaping. The current monthly payment is \$685 and beginning in October it will be reduced to \$550 per month. The Mutual will realize annual savings of \$1,620.

The assembled group thanked Martin for his diligence in monitoring and renegotiating the contract.

### Building Maintenance –Mr. West

1221 AS: The work on the flashing for the roof beams and the stucco tie-ins has begun. This was approved for an amount not to exceed \$1,000.

1221 AS #4B: There is evidence of a possible leak at the sheathing on a section of the garage roof. This will be further investigated.

Cracks in concrete: Virginia Oversby moved and JoAnn Daigle seconded to approve Perfect Painting to perform the concrete crack repairs at 1221 Avenida Sevilla for the amount of \$1,175. The motion passed unanimously.

### Follow-up Items:

1221 AS: MOD installed two new downspouts located at the second-level breezeway.

Painting for Wood Railing: Bids are currently being acquired.

Rick West responded to Board questions.

### Reserve Study – Ms. Oversby

Virginia Oversby reported that the Helsing Report is basically the same with just a few updates added. Next year's report will have further modifications made to it in the continual effort to more accurately reflect actual replacement/upgrade dates for the components.

### Budget and Finance – Ms. Oversby

Virginia Oversby reported that the Budget planning meeting took place with MOD staff. The coupon will most likely go up by \$20 per manor, per month for 2016.

Alterations – Ms. Daigle

No report was given.

Emergency Preparedness –Mr. Shields

Steve Shields reported that the Committee has a packet that is ready to go out to the membership concerning Emergency Preparedness. The Board thanked Shields for his and the Committee's efforts and approved the packet to go out.

#### NEW BUSINESS

CC&R Ballot for Insurance Ballot: Virginia Oversby moved and JoAnn Daigle seconded to have a ballot distributed to the membership in the matter of voting for CC&R amendments to update insurance language for the benefit of the Mutual and its individual members. The motion passed unanimously.

Financial Review Proposal: Virginia Oversby moved and Ted Todd seconded to approve the contract presented by James Ernst Accounting for the amount of \$2,025 in order to prepare the 2015 tax returns and to perform the 2015 financial review. The motion passed unanimously.

Electric Car Charging Policy: JoAnn Daigle moved and Ted Todd seconded to send the text of the proposed Electric Car Charging Policy, as presented, to the membership for comment. The motion passed unanimously.

#### ANNOUNCEMENTS

The next regular meeting will take place on Friday, November 20, 2015, beginning at 11 a.m. in the Gateway Board Room.

#### ADJOURNMENT

With no further business, the meeting was adjourned at 11:43 a.m.



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Sharon Fees, Assistant Secretary  
Fifth Walnut Creek Mutual



