

WALNUT CREEK MUTUAL NO. SIXTY-ONE

ANNUAL MEETING MINUTES OF THE BOARD
TUESDAY, DECEMBER 13, 2016 AT 10:00 A.M.
DONNER ROOM, EVENT CENTER
1021 STANLEY DOLLAR DRIVE, WALNUT CREEK, CA 94595

Call to Order

President Bertrand called the meeting to order at 10:01 a.m.

Roll Call

Directors Present: Dick Bertrand, President
Clair Weenig, Vice President
Sophia Sue, Treasurer
Rebecca Kunzman, Director (arrived at 10:14 a.m.)
Diane DeCorso, Secretary

Also Present: Paul Donner, Mutual Operations Director; Rebecca Pollon, Landscaping Manager; Will Kim, Board Services Coordinator

Verification of Quorum

In accordance with Civil Code §5100(a), balloting is only required if an election requires a vote. If the election is uncontested, there is no need for a vote. Therefore, the Mutual did not proceed with a ballot/vote.

Certification of Notice of Meeting

An Annual Meeting notice was published in the Nov. 30th & Dec. 7th editions of the Rossmoor News and the Call for Candidates in the Oct. 26th and Nov. 2nd editions. The Mutuals' Board Office did not receive any candidate statements or new board nominations from the membership. In accordance with Corporations Code §7511(b), a notice of the Annual Meeting was also delivered to the membership by mail or electronic delivery.

Approval of Meeting Minutes

President Bertrand asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board October 4, 2016

The minutes to the aforementioned meeting was approved as submitted.

Moved, seconded, carried 4-0

Welcome New Members

Dick Bertrand announced and welcomed new members Ted & Sue Tomblinson.

Presidents' Forum: Dick Bertrand

President Bertrand announced topics discussed during the October 24th and November 28th Presidents' Forums as follows:

- Discussion on individual Mutual's policies, progress, and interest in solar
- Reminder that only toilet paper in toilets, not moist wipes

WALNUT CREEK MUTUAL NO. SIXTY-ONE

- COMCAST Phones, Eagle Ridge has it; two (2) have voted no, rest undecided
- Name calling and censorship in residents' forum of Rossmoor News
- Postmaster visited Tim, no agenda, Tim complained about security
- Maureen O'Rourke visited and explained policy re: Letters to the Editor
- MOD presented its financials
- NIXEL likely rolled out in November or December
- Discussion on uptick in thefts in Rossmoor (but not break-in thefts)
- Some discussion on a social networking site "Next Door"
- Decision to put full page ad in Rossmoor News from Mutual Presidents, thanking and recognizing friendship and support from Mutual Operations Division (MOD) and Golden Rain Foundation (GRF)
- Aluminum Wiring issues in some Mutuals
- More about power requirements of electric cars and golf carts
- More about Electric Car policies
- Website for all of Rossmoor appears inactive - COMCAST data isn't there
- Paul Donner gave a presentation on "Becoming a Better Board"
 - Mutual Boards do a good job and were complemented by Paul
 - Committees must be appointed - gives members insurance coverage
 - If a topic is not on the Agenda, the Board may not vote on the topic
- General concept discussion on Access Control System for Rossmoor amenities
 - Two goals:
 - Makes sure those using the amenity are authorized
 - Enforce Mutual Rental Policies
 - Very complex - Owners, Renters, Designated Occupants, Guests, Family

Treasurer's Report: Sophia Sue

The Treasurer's Report was presented as follows:

- a) Cash in Bank as of October 31, 2016
- b) Operating \$ 89,040.
- c) Reserves \$ 112,182.
- d) Year to date results showed excess of revenues over expenses in both Operating and Reserve accounts.

The Board proceeded with a thorough examination of the Helsing Report (Reserve Study) and the Reserve Funding Disclosure Summary is provided in the Annual Disclosure Package that was mailed to the entire membership.

Building Committee: Jack Kunzman

No report was presented.

Landscape Committee: Rebecca Kunzman

Once again, this has been a year of tremendous change and improvements in Mutual 61. Our residents have been so gracious and tolerant of the many changes which have inconvenienced us from time to time.

The year has allowed us to see the results of our transition to less lawn and a more draught

WALNUT CREEK MUTUAL NO. SIXTY-ONE

tolerant landscape. The results have been spectacular. We are all amazed at how well the new plants are doing and the resulting water savings.

Our latest project, the re-landscaped parking area at Entry 12 is complete and we look forward to a swath of beautiful flowers very soon.

We are also seeing the final phase of the extended rosemary removal. We will be completing the final areas in the next few months.

Our plans for the next year include receiving our Mutual 61 Tree Report from BrightView and developing a long term plan to address our current and future tree needs.

We will also looking at all the areas that need refurbishment as a result of the rosemary project, we plan to consider the needs of the whole Mutual and prioritize the mediation. This will evolve into another long range plan.

I have so appreciated the input and support of my committee, Frances and Joan, the board and all the interested owners. Without out your support and the expertise of Rebecca Pollen of MOD and Curtis Kaul of BrightView, we could not have achieved so many improvement in such a short while.

Water Usage: Dick Bertrand

Through October 31, 2016, the Mutual is down 59% in usage and 43% in cost, when compared to usage and cost data from 2013.

Social Committee: Carle Hirahara & Bev Cullen

The Mutual Picnic will be held on June 4, 2017 and the Fall Dinner will be held on October 15, 2017.

Emergency Preparedness: Diana DeCorso

Board Secretary DeCorso presented the Emergency Preparedness Committee report as follows:

- Had a successful emergency drill in October 2016. We hope to have another one in the New Year and possibly more than one in 2017.
- We have received 86% of the resident information surveys back. That leaves only nine (9) residences without a response.
- A thank you to all who have returned their forms, even our newest residents.

Pool Committee: Wanda Moore & Sharon Collins

There have been no Pool Committee meetings.

Governing Documents Update: Clair Weenig

The current governing documents (Bylaws, CC&Rs, & Policies) are outdated and will need to be updated. After going through the Bylaws, there are a significant number of paragraphs that need to be deleted and changed. After Director Bertrand and Weenig's initial review, a draft of the proposed Bylaws will be reviewed by all five (5) members of the Board.

WALNUT CREEK MUTUAL NO. SIXTY-ONE

Need Volunteers for Building Committee

The Board requested volunteers for the Building Committee.

Board Election

There were two (2) open board positions and two (2) candidates. Therefore, in accordance with Civil Code §5100(a) and Article 5.2.3 of the Mutual's Bylaws, the following candidates were appointed to the board of directors by acclamation for a term of two (2) years:

Clair Weenig
Sophia Sue

Engagement of Auditor

A motion was made to approve the three (3) year engagement of Hinricher, Douglas & Porter LLP for the audit of financial statements and the preparation of federal and state tax returns with an annual fee at \$2,850.

Moved, Seconded, Carried 5-0

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.

Next Board Meeting

The next Regular Board Meeting will be held on Tuesday, March 21, 2017 from 2 p.m. through 4 p.m. in Fairways A&B at Creekside.

Adjournment

President Bertrand adjourned the meeting at 10:42 PM.

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.



Assistant Secretary