

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JANUARY 15, 2019 AT 9:30 A.M.
DONNER ROOM, EVENT CENTER, WALNUT CREEK

President Tom Harrick called to order a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL SIXTY-FIVE at 9:30 a.m. on Tuesday, January 15, 2019, in the Donner Room at the Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

PRESENT: Tom Harrick, President
Richard (Dick) Walsh, First Vice President
Charles (Chuck) Coburn, Second Vice President
Tom Lenz, Treasurer

EXCUSED: Lois Kadosh, Secretary

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager and Anne Paone, Administrative Secretary.

There were also 16 residents present.

APPROVAL OF MINUTES

Mr. Coburn moved to approve the minutes of the Board meeting of October 23, 2018 as written and reviewed. Mr. Walsh seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Harrick was pleased to report that the Board accomplished creating a Solar Policy for the Mutual this past year. The Board is also working on revising the CC&Rs this year. This is in process with the attorney working on the draft. The annual summer BBQ was a success, as well as, the year end Holiday Party. Mr. Harrick thanked the social committee for their hard work.

FIRST VICE PRESIDENT'S REPORT

Mr. Walsh reported that on a recent weekend, a resident had a leak and didn't know what to do. He advised her to call Securitas. Mr. Walsh was very pleased and thanked Rick West for the prompt response.

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Lenz reported that for the 11 months ending November 30, 2018, the latest financial statement showed the operating fund was at a \$1,861 deficit to revenue and approximately the same amount over the budgeted amount. The two main categories over budget were insurance and water expense. On the replacement reserve category, YTD, the reserves are favorable to expenses by \$69,805. The total of the two fund balances is \$437,613.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. West reported the following:

INFORMATION ITEMS: Work In Progress or Completed.

1. New fence installed at 1727 Comstock – Contractor: Five Star Construction (Work Completed) GRF will pay for this fence. (\$860.00)
2. Gutter Cleaning – Contractor: PGS – Completed in November. (Next cleaning scheduled for February).
3. Dryer Vent Cleaning – Contractor: Welcome (Work completed).
4. 2ND Gutter Cleaning is schedule for February – Contractor: PGS - cost \$1,920.00

EMERGENCY PREPAREDNESS

No report.

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh

No report.

SOCIAL COMMITTEE REPORT – Cathy O'Dea

Ms. Kennedy reported that Ms. O'Dea is the chair of the committee and the events were very successful. Mr. Harrick thanked Ms. Kennedy.

LANDSCAPE COMMITTEE REPORT – Pamela Walsh/Rebecca Pollon

Mr. Donner reported that Ms. Pollon is trying to maximize her time. She will attend meetings if requested, but in her stead, Mr. Donner can answer any questions or present them to Ms. Pollon for her response.

Mr. Harrick gave Mr. Donner the signed contract for Terra Landscaping.

Ms. Walsh reported that Ms. Pollon is working on a 3-year plan. The hill area behind Wales had limbs trimmed from the trees so they are now 10 feet from the ground.

UNFINISHED BUSINESS

Mr. Harrick reported that the Board submitted our Board's responses to the questionnaire on the CC&Rs, which had been provided by our attorneys.

Mr. Coburn asked everyone to be sure to vote once the ballots are mailed to the membership.

NEW BUSINESS

1. Borrow from the Reserve Account:

Mr. Coburn moved to authorize borrowing \$25,000 from the Reserve Account for the insurance premium and that it should be paid back before the end of 2019. Mr. Walsh seconded and the motion carried without dissent.

2. Appointment of Inspector of Elections:

The Board appointed Mitzi Weinberg as Inspector of Elections for the 2019 Director Election.

RESIDENTS' FORUM

A resident asked how often the dryer vents are cleaned. Mr. Coburn stated more recently they have been cleaned every 2 years.

A resident reported that Daniel from MOD, went above and beyond when cleaning drains during the heavy rains.

A resident reported that some gutters are full of leaves and he is concerned about water. Mr. Donner stated that if it is after hours, Securitas should be called. If water is spilling over a window or doorway like a waterfall, it is considered an emergency. During normal business hours, the Work Order Desk should be called.

ADJOURNMENT

The next meeting will be the Annual Meeting on Tuesday, April 16, 2019 at 9:30 a.m. in the Donner Room at the Event Center. Mr. Harrick reported that this year there are three Board terms up. Each term is for two years.

Mr. Coburn announced that he won't be a candidate this year due to some health issues and that he believes it is time for new people to serve on the Board.

The Board thanked Mr. Coburn for his long service to the Mutual.

Mr. Harrick has been contacted by one person that expressed interest in serving on the Board.

Having no further business, the meeting adjourned at 10:25 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five