

## MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, JANUARY 20, 2015 AT 9:30 A.M.  
DONNER ROOM, EVENT CENTER, WALNUT CREEK

President Charles Coburn 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 20, 2015, in the Donner Room at the Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

PRESENT: Charles (Chuck) Coburn, President  
Richard (Dick) Walsh, First Vice President  
Tom Harrick, Second Vice President  
Ruth Reeves, Treasurer  
Durwin Shepson, Secretary

EXCUSED: None

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

There were also 13 residents present.

### APPROVAL OF MINUTES

Mr. Walsh moved to approve the minutes of the regular Board meeting of October 28, 2014 as written and reviewed. Mr. Shepson seconded and the motion carried without dissent.

### PRESIDENT'S REPORT

- President Coburn reported that there will be 2 meetings on water conservation and solar energy. Water conservation will be on Thursday and PG&E will hold a meeting on January 24 on solar energy. If residents need any details, see Mr. Coburn after the meeting.
- The Red Cross will have a free EPO course at Grace Church on January 25<sup>th</sup>.

### FIRST VICE PRESIDENT'S REPORT

No report.

### SECOND VICE PRESIDENT'S REPORT

No report.

### SECRETARY'S REPORT

No report.

### TREASURER'S REPORT

Ms. Reeves reported that the Mutual started the year with \$10,321 in the operating fund and ended the year with \$11,708. The Mutual started the year with \$112,539 in the reserve fund and ended the year with \$189,305. The total amount for both funds is \$201,013. Water conservation covered some of the Mutual's expenses. Last year \$64,272 was spent on water and this year \$55,544.

### FISCAL REPORT

Mr. Donner reported that the insurance was budgeted at 5% and came in at 24% below last year's actual. The insurance for this year will be 29% below budget.

Mr. Coburn stated that the Board will look at the extra assessment to see if the Mutual needs to continue with it next year.

### MANAGER'S REPORT – Paul Donner and Rick West

Mr. West reported that there was gutter spot cleaning and full cleaning completed by All Clear Gutters on December 19, 2014.

The Mutual has money set aside for contingency to be used as needed. Carpentry has \$8,323 and Concrete has \$1,000.

### EMERGENCY PREPAREDNESS – Pat and Paul Holland

Ms. Holland reported that Gaylene Pearson has asked to be relieved from Comstock as the person to receive calls. There is a need for someone to volunteer. There will be a drill for the residents on Wales and then a drill for the residents on Comstock. The drill will include appointing people to check on residents. Residents will be notified of the EPO drill, so hopefully, many residents will attend. Ms. Holland reminded the membership to be prepared by having proper shoes, a whistle, a flashlight, etc.

The President thanked Ms. Holland for her work.

### BUILDING MAINTENANCE COMMITTEE REPORT – Durwin Shepson

No report. Everything is fine.

### SOCIAL COMMITTEE REPORT – Pamela Walsh

Ms. Walsh reported that the holiday party was very good. The next event will be on July 12<sup>th</sup> at the Dollar Clubhouse.

### LANDSCAPE COMMITTEE REPORT – Ernie Glaser and Rich Perona

Mr. Coburn read Mr. Perona's report as follows:

**LAWN MAINTENANCE:** Lawns will be fertilized in the week of February 16 with Turf Supreme, a balanced fertilizer.

Irrigation controllers are currently suspended. Annual color beds will be watered as necessary.

**ENTRY MAINTENANCE:** Entry maintenance crews are working on leaf clean up, spot spraying weeds and pruning various shrubs.

**TREE MAINTENANCE:** Rich will schedule a walk with Ernie Glaser to plan out tree pruning for the spring.

**LANDSCAPE REHAB:** The MOD landscape crew is scheduled to work in the Mutual starting May 18, Ernie and Rich will walk to mutual to plan out work.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

Mr. Coburn reported that there will be 3 Board positions open in the next election.

*Mr. Walsh motioned to appoint Mitzi Weinberg as the nominating chair. Mr. Shepson seconded and the motion carried without dissent.*

The Board of Directors has been discussing changing or deleting text in the CC&Rs that relates to the rental of a unit. It currently states that an owner must reside in the home for the first 2 years of ownership before it can be leased out. This keeps people from purchasing the unit as an investment property. However, this is causing problems for people who want to do a reverse mortgage. There is a conflict with HUD's guidelines and HUD supervises reverse mortgages. They will not approve them with this restriction in place, so it is a problem for lenders.

The Board would like to have paragraph 3.2.3 deleted.

*Mr. Walsh motioned to send a ballot out to the membership to vote on the Second Amendment to the CC&Rs. Ms. Reeves seconded and the motion carried without dissent.*

The Board will include a letter with the ballot that will explain the change to the CC&Rs and will also include ballot instructions.

*Mr. Shepson motioned to appoint Mary Bell as the Inspector of Election for the Second Amendment to the CC&Rs balloting. Mr. Walsh seconded and the motion carried without dissent.*

### RESIDENTS' FORUM

Ms. Walsh asked if the gutter cleaning could be done sooner. Generally, the Board waits for most of the leaves to drop. Mr. West waits for the Board to advise him when to schedule. Mr. Donner suggested that the Mutual can do some spot cleaning for gutters in heavier areas. The Board will plan on doing spot cleaning and then the regular full cleaning.

### ADJOURNMENT

The next meeting will be the Annual Board Meeting on Tuesday, April 21, 2015 at 9:30 a.m. in the Donner Room at the Event Center.

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

/s/ \_\_\_\_\_  
Durwin Shepson, Secretary  
Walnut Creek Mutual Sixty-Five