

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, OCTOBER 28, 2011 AT 1:00 P.M. DELTA ROOM – DEL VALLE CLUBHOUSE

President Mel Fredlund called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual at 1:00 p.m. on Friday, October 28, 2011 in the Delta Room – Del Valle Clubhouse, Walnut Creek, California.

PRESENT: Mel Fredlund, President, District 5
Sue DiMaggio Adams, First Vice President, District 3

Attendance

EXCUSED: Sally Nordwall, Treasurer, District 1
Barbara Gilbert, Secretary, District 2

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief Financial Officer; Rich Perona, Landscape Manager; Doug Hughs, Building Maintenance Manager; and Dyann Paradise, Administrative Secretary.

President Fredlund welcomed the 22 residents in attendance.

SEATING OF NEW DIRECTOR

Due to the recent resignation of Randall Morgan, District 4 Director, the Board unanimously approved the appointment of Ken Anderson to fill the position until board elections in 2012. Mr. Anderson was welcomed by the Board and the audience, and then took his seat on the Board.

Seating of
District 4
Director

APPROVAL OF MINUTES

Ms. Adams moved to approve the minutes of the regular Board meeting of September 23, 2011 as written and reviewed. Mr. Anderson seconded and the motion carried without dissent.

Approval of
Minutes

RESIDENTS' FORUM

Jiayi Zhou, Golden Rain – Entry 8, commented that the sign at upper Golden Rain Road and lower Golden Rain Road blocks the view for drivers. Mr. Zhou was directed to the Golden Rain Foundation Board, as the property belongs to Golden Rain Foundation. Mr. Donner stated that if Mr. Zhou would send him an email about this matter, he will forward the information to the GRF maintenance department.

Residents'
Forum

Lonnie Pannell, Golden Rain – Entry 6, said that she has rethought about her request for a dog park in Entry 6/7. Instead, she believes a tot park for grandchildren would be a better idea. She also thanked the Board and staff for the new sidewalk near the laundry room. However, there is a section of sidewalk that should be added so that residents going to the laundry room do not have to pass over the lawn area. Mr. Hughs and Mr. Perona will check the feasibility of this request.

PRESIDENTS' REPORT

Mr. Fredlund reported on issues at the recent Presidents' Forum: (1) intended replacement of the entry gate system (as the company that installed the current system is out of business and replacement parts are difficult to secure), (2) updating procedures for open house and estate sales; (3) review of the Manor Records Department; (4) completion of the first draft of the Trust Agreement by the Trust Review Committee.

Presidents'
Report

There were 11 resales in September with a median price of \$130,000. Year to date there have been 105 resales with a median price of \$134,000. There was one purchase loan placed in October. To date, 213 share loans have been placed.

TREASURER'S REPORT – Sally Nordwall

No report.

Treasurer's
Report

BUDGET AND FINANCE COMMITTEE REPORT – Sheryl Almon

Ms. Almon reported the Mutual exceeded budgeted expenses overall by \$16,000 as of September 30, 2011 due mostly to expenses in landscape maintenance and a shared deductible expense. The Mutual is in great financial condition.

Budget and
Finance
Committee
Report

2012 BUDGET PRESENTATION

Mr. Donner presented a slide show of the proposed budget for 2012 which calls for an increase in the coupon of \$8.00 overall, which represents an overall increase in the operating expenses of 1 percent and a decrease overall in reserves of 1 percent. Building maintenance has been decreased due to fewer rain leaks in the Mutual's recent history. Mechanical and electrical expenses have been increased due to additional plumbing repairs needed to the aging pipe systems. Landscape expenses remain at the same level and there is an increase in insurance and garbage removal expenses.

2012 Budget
Presentation

Following a question and answer period,

Ms. Adams moved to approve the 2012 budget in the amount of \$4,767,040 in operations and \$3,249,466 in reserves, which translates to a base coupon amount of \$582.00 per manor per month including the GRF portion of the coupon in the amount of \$226.28 effective January 1, 2012. Mr. Anderson seconded and the motion carried without dissent.

Approval of
2012 Budget

MUTUAL OPERATIONS REPORT – Doug Hughs

Mr. Hughs reported that the carpenters have completed their work for the 2011 rehabilitation reserve program. The painters have completed 38 buildings, 12 laundry rooms and 20 carports.

MOD Report

Prime roofing contractors will be invited to a “roof walk” in the next few weeks for bids for the 2012 roofing program.

LANDSCAPE REPORT – Rich Perona

Mr. Perona reported on lawn, entry, and tree maintenance as well as landscape rehabilitation. (A copy of Mr. Perona’s landscape report is attached.)

Landscape
Report

Mr. Nutley thanked Mr. Perona for the excellent landscape refurbishing at the Indian burial grounds area.

ORIENTATION – Jerry Priebat

The next New Resident Orientation is scheduled for Tuesday, November 15 at 10:00 a.m. in the Delta Room at Del Valle.

Orientation

SAFETY AND DISASTER RESPONSE COMMITTEE – Marilyn Hoffpauir

Ms. Hoffpauir reported the Committee’s mission statement has been submitted to the Board for approval. The Map Your Neighborhood team has been established and training for this program will follow soon.

Safety and
Disaster
Response
Committee

Additional volunteers are needed for both the Safety Committee and the Map Your Neighborhood program. The Committee has prepared a flyer to be delivered to each entry and a letter will be sent to each entry coordinator. The purpose is to inform residents of the committee’s role and seek volunteers.

The next Safety meeting will be held on Wednesday, November 16, 2011 at

9:30 a.m. in the Board Room in Gateway complex.

POLICIES – Mel Fredlund

The proposed revised policies have been reviewed by the Board.

Policies

Ms. Adams moved to accept the proposed revised policies as a first draft and to present them to the membership for comment.
Mr. Anderson seconded and the motion carried without dissent.

Approval of
Revised
Policies Draft

A Town Hall meeting will be scheduled for the Board and the membership to review the entire proposed policies manual. A copy of the proposed policies will be mailed to each member prior to the Town Hall meeting.

Ms. Adams encouraged First Mutual members to keep their policy manual handy at all times, as it is a great reference for the rules and regulations.

Mr. Fredlund asked the Board and Mutual members to consider a policy that addresses electric vehicles and the electrical charging required for such vehicles. Another policy under consideration is an enforcement policy for members renting their manors without Board approval.

UNFINISHED BUSINESS

None.

Unfinished
Business

ADJOURNMENT

Having no further business, the meeting adjourned at 2:10 p.m.

Adjournment

The next regular meeting of the Board is scheduled for Friday, November 18, 2011 at 1:00 p.m. in the Delta Room at Del Valle Clubhouse.

Dyann Paradise, Assistant Secretary
First Walnut Creek Mutual