

## MINUTES

### WALNUT CREEK MUTUAL NO. TWENTY TWO QUARTERLY MEETING OF MEMBERS MONDAY, SEPTEMBER 12, 2011 CLUB 22, 4033 TERRA GRANADA DRIVE

The Quarterly Meeting of the Membership of Walnut Creek Mutual No. Twenty-Two was convened on Monday, September 12, 2011 by President Ping Tse in Club 22 at 4033 Terra Granada Drive, Walnut Creek, CA.

#### **ROLL CALL**

Board Present: Ping Tse, President  
Meridith Zomalt, Secretary-Treasurer

Guests Present: Paul Donner, Director of Mutual Operations  
Bill Friesen, Building Manager  
Rich Perona, Landscape Manager

#### **APPROVAL OF MINUTES**

A motion was made, seconded, and carried to approve the minutes of the Annual Meeting held on June 6, 2011 and the Quarterly Meeting held on March 7, 2011.

#### **PRESIDENT'S REPORT**

President Tse reported that on August 31, 2011 Bob Musgrave resigned from the Mutual 22 Board of Directors. Following his resignation, Directors Tse and Zomalt called an informal meeting of the Mutual on September 6, 2011 with more than 20 residents in attendance. At that meeting, Mr. Tse explained the events that led to Mr. Musgrave's resignation, answered questions of the residents posed, and clarified any misinformation. The feedback received since that meeting has been positive, and residents have indicated their satisfaction with the open communication between the Directors and residents. Mr. Tse reminded residents that all input is greatly appreciated and encourages residents to call any Board Member with any questions and/or suggestions to improve communications and operation of this mutual.

As for the vacancy of the Board of Directions, Mr. Tse reported that several nominations have been received from residents and the process of selecting a replacement has begun. Mr. Tse asked those residents in attendance for any other nominations or volunteers. Mr. Tse stated to residents that the Board will appoint a new member in accordance with the bylaws.

#### **FINANCIAL REPORT**

Paul Donner reported that the operating fund balance at the end of August 2011 was \$29,502 and the reserve balance is healthy at \$237,265, with a YTD total of \$266,767. Last year at this time the Mutual had a balance of \$227,538 so the fund has grown by approximately \$39,000.

Mr. Donner went on to report that the Mutual is doing quite well. In terms of the Actual vs. Budget through August 2011 the mutual is approximately \$6,800 better than budget.

Mrs. Zomalt reported that the Board met with Mr. Donner and Mr. Friesen regarding the budget for 2012. The mutual is doing well and there won't be an increase in the coupon on the Mutual side, however the GRF portion of the coupon will see an increase. Mr. Donner then updated the board and residents with regard to the latest information from GRF in terms of the budget increase. At this time, the GRF increase is expected to be approximately \$16 per manor per month. Mr. Donner explained some of the reasons for the large increase are due to an increase in trust reserve work over last year, an increase in medical center rent that was being used to offset the coupons, and some employee costs. Mr. Donner will update the Board as he gets more information on the GRF budget.

Resident Cynthia Mercado (4033-5B) asked Mr. Donner how the proposed events center will affect the coupon. Mr. Donner stated that the event center would be paid for from the Trust Estate Fund which is funded from the \$7,000 transfer fee that new residents pay when purchasing a manor here in Rossmoor.

### **BUILDING REPORT**

Mr. Friesen stated that the new seal coat had been completed on the asphalt which was planned and budgeted out of 2011 reserves. The smoke detector is the only remaining item yet to be completed this year. There are two proposals before the board which have to do with the gutter cleaning and smoke detector maintenance. Next year there are plans to do some roofing over the flat roof of 4033 building and enhance the elevator. Part of the elevator upgrade would include an infrared sensor so that if anyone is standing in the elevator door, the door would not close. The funds for that elevator enhancement are in the budget for next year.

### **LANDSCAPE REPORT**

Mr. Perona reported that fertilization will be done in October. Entry maintenance is routine at this time. Mr. Perona asked to schedule a walk-through of the Mutual with Mr. Tse in order to plan and schedule any rehabilitation or maintenance work.

### **RESIDENTS FORUM**

John Mitchell (4013-1B) expressed his appreciation for Mr. Tse and Mrs. Zomalt during the past few weeks with regard to the misinformation and subsequent resignation of Mr. Musgrave and thanked them for continuing to serve this mutual.

Cynthia Mercado (4033-5B) asked if it would be possible to replace the old sofa in the Club room. Mrs. Zomalt & Mr. Tse agreed to look into the options and give it consideration.

### **ACTIVITIES COMMITTEE**

Pat Murphy (4033-6B) reported that the Activities Committee has implemented a Bingo Night, Movie Night, and a Bunco group. Attendance and feedback has been positive at all those events. Any recommendations for movies are appreciated. Ms. Murphy reported that she has asked Dickey Nitta to look into scheduling a Mutual 22 Golf Tournament in October and will report to the board as the planning for that event progresses.

Ms. Murphy has reserved the Dollar Clubhouse for the Mutual 22 Holiday party which will be held on Sunday, December 18<sup>th</sup> from 11:00 AM – 3:00 PM and will be a brunch.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**NEXT MEETING**

The next regular quarterly meeting will be on Monday, December 5, 2011 at 10:00 a.m.

**ADJOURNMENT**

The meeting adjourned the meeting at 10:42 AM.

Respectfully submitted,

Meridith Zomalt  
Secretary-Treasurer