

M I N U T E S  
SECOND WALNUT CREEK MUTUAL  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
THURSDAY, JANUARY 21, 2010 AT 9:00 A.M.  
PEACOCK HALL – GATEWAY COMPLEX

President Barbara El-Baroudi called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 9:00 a.m. on Thursday, January 21, 2010 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

Attendance

ROLL CALL: Present:        Barbara El-Baroudi, President  
                                      Lois B. Weyermann, Vice President  
                                      Clay Dunning, Secretary  
                                      George Detre, Treasurer  
                                      Frank Mansfield, Director

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

There were fourteen residents in attendance.

APPROVAL OF MINUTES

The minutes of the regular board meeting of November 19, 2009 were approved by majority as written and reviewed.

Approval of  
Minutes

RESIDENTS' FORUM

Mel Carlson, Tice Creek – Entry 12, asked for clarification of the specifications regarding vinyl windows. Mr. Marlatte explained that upgraded windows are allowed through the alteration process.

Residents'  
Forum

Wayne King, Running Springs – Entry 7, reported a problem with his roof due to the recent rain storms. The roof, which has overhanging redwood trees, was not cleaned prior to the rain and there were resultant drainage problems. Mr. Marlatte explained that all the roofs had been cleaned prior to that storm. There were numerous rain-related repairs needed throughout the valley and currently both the building maintenance and landscape crews are in progress with repairs to Mr. King's area.

LANDSCAPE REPORT – Rich Perona, Landscape Manager

Mr. Perona reported on lawn, entry and tree maintenance as well as landscape rehabilitation. (A copy of Mr. Perona's landscape report dated reported January 21, 2010 is attached.)

Landscape  
Report

BUILDINGS AND FACILITIES REPORT – Mark Marlatte, Bldg. Maintenance Supervisor

Mr. Marlatte reported on carpentry and painting maintenance; the roofing program; building stabilization; bridge replacements; deck coating; appliance replacements; roof and gutter cleaning; the manor lube program; and paving and seal coat. (A copy of Mr. Marlatte's report dated January 21, 2010 is attached.)

Buildings and  
Facilities  
Report

Mr. Marlatte was pleased to report that Second Mutual has weathered the recent storms very well so far.

TREASURER'S REPORT – George Detre, Treasurer and Paul Donner

Mr. Chakoff explained that the year-end financial reports are not available yet but are expected within the next week or so.

Treasurer's  
Report

As of November, 2009 the Mutual is deficit to budget \$65,000. Revenue is off significantly in interest income. Building maintenance is over budget approximately \$70,000 but is offset somewhat by insurance expenses that were under budget approximately \$54,000. Utilities were over budget \$21,000. Overall, expenses are off approximately \$26,000 and revenue is off approximately \$38,000.

There were five resales in December—equity amounts only:

Sonoma	\$ 90,000	\$ 152,000
Sequoia	\$103,000	
Mendocino	\$125,000	
Tamalpais	\$220,000	

The median price in December was \$125,000. There were 95 resales in 2009 with a median price of \$135,000.

Delinquencies are minimal. One large delinquency has been eliminated and another one should come off very soon.

PRESIDENT'S REPORT – Barbara El-Baroudi

No additional comments.

President's  
Report

NEW BUSINESS

Ms. Weyermann reported that there is an on-going problem with pet owners not picking up after their pets. Ms. El-Baroudi reminded residents of the pet rules.

New Business

Mr. Chakoff presented various investment options for reserve funds. These options will be discussed again at the February board meeting.

Ms. El-Baroudi explained the Mutual's maintenance policy that states that self-cleaning ovens are not included in the maintenance provisions. She suggested that standard self-cleaning ovens should be included in the maintenance responsibilities of the Mutual as nearly all ovens are now self-cleaning. Following discussion,

Mr. Dunning moved to remove the statement “including self-cleaning ovens” from the resident responsibility from Appendix A, page A-14 and “including installation only of self-cleaning ovens” from the Mutual responsibility from Appendix A, page A-14, so that the statement reads: “Repair/replace upgraded or non-standard components of kitchen appliances” under the resident responsibility section and “Repair/replace Mutual’s standard kitchen appliances and their components” under the Mutual responsibility. Ms. Weyermann seconded, and the motion carried without dissent.

Revision of  
Page A-14  
Regarding  
Self-Cleaning  
Ovens

### ANNOUNCEMENTS

Ms. El-Baroudi announced the following meetings:

Announcements

SWCM Regular Board Meeting                      Thursday, February 18, 2010 at 9:00 a.m.  
Peacock Hall

GRF Regular Board Meeting                      Thursday, January 28, 2010 at 9:00 a.m.  
Peacock Hall

Having no further business, the meeting adjourned at 9:55 a.m. to an executive session to discuss various resident disciplinary issues.

Adjournment

---

Clay Dunning, Secretary