

M I N U T E S
SECOND WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
THURSDAY, FEBRUARY 19, 2009 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, February 19, 2009 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Barbara El-Baroudi, President
 Lois Weyermann, Vice President
 Charles Shaddle, Secretary
 Frank Mansfield, Director

Attendance

President El-Baroudi announced that Wilbur Sprague, after many years of dedicated service to the Mutual, has resigned from the Board of Directors for personal reasons. He will be greatly missed and the Board wishes him well.

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 nine residents in attendance.

APPROVAL OF MINUTES

The minutes of the regular board meeting of January 22, 2009 were approved by acclamation as written and reviewed.

Approval of Minutes

RESIDENTS' FORUM

Ed DeAssis, Canyonwood Court – Entry 3, reported that his entry is greatly in need of landscape maintenance. There are empty spaces between the shrubs, some dead plants, and bad-looking turf. He also noted that the door to the crawlspace keeps banging in the wind. Mr. Shaddle, Mr. Perona and Mr. Marlatte will follow up on these issues.

Residents' Forum

LANDSCAPE REPORT – Rich Perona, Landscape Manager

Mr. Perona reported that the lawn areas will be mowed as needed depending on the weather conditions. The lawns will be fertilized the end of February. The entry crews are finishing leaf clean up and will start routine schedules on March 1. They are also doing some rejuvenation trimming on oleanders and other shrubs. The rehabilitation crew is wrapping up their work in Leisure Lane – Entry 5 and will go next to the carport areas at Tice Creek – Entry 4. A meeting is set up for next week with the residents of Leisure Lane – Entries 1 and 3 to talk about planned renovations in those areas. Recent rains have caused ponding on the center lawn area on Leisure Lane – Entry 5, which has slowed the rehabilitation progress temporarily. As soon as the turf dries out, the project will be completed.

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 February 19, 2009 is attached.)

Buildings and
Facilities Report

Mr. Donner reported that MOD is offering a low flow 1.6 gallon water-efficient toilet to any interested resident at a cost of \$325 installed. This is a resident-billable expense. As part of the installation, MOD will also perform a water conservation audit to determine if there are any leaks in the water lines and angle stops. These measures should result in a significant decrease in water expenses.

Mr. Donner also announced a change in the monthly billing rate, which has not changed since 2006. The new billing rate has gone from \$60 per hour to \$65 per hour, effective February 6, 2009.

Ms. Weyermann commented that the Golden Rain Handyman Service is a worthwhile investment. Ms. El-Baroudi concurred, as both she and Ms. Weyermann have the service. Mr. Donner reported that it has been an overwhelming success, with 450 residents now signed up for this optional service.

TREASURER'S REPORT – Rick Chakoff, Assistant Treasurer

Mr. Chakoff reported that the financial statements are marked as "preliminary" pending the year-end audit, although he does not anticipate any significant changes in the audit report.

Treasurer's
Report

The operating fund shows \$8,000 surplus to budget. Revenues are on track. Building maintenance is over budget, and utilities and insurance costs are under budget. Overall the Mutual's financial condition is good.

There were five resales in January—equity amounts only:

Del Monte	\$ 70,000
Saratoga	\$ 87,475
Del Monte	\$102,385
Sonoma	\$119,000
Sequoia	\$206,000

The January median price was \$102,385.

There were two share loans in January for a total of \$143,300. There was one share loan in January for \$83,300. Share loans placed since inception of the program total 145 at \$19,783,177. Total delinquencies were approximately \$10,000 and most are no

more than thirty days late.

PRESIDENT'S REPORT – Barbara El-Baroudi

Ms. El-Baroudi cautioned drivers to slow down whenever they enter and exit the entries, both for their own safety as well as for pedestrians who might be in the area.

President's
Report

NEW BUSINESS

Ms. El-Baroudi reported that the Post Master has requested that residents ensure that their complete addresses are included in their mail. They must include the manor number.

New Business

ANNOUNCEMENTS

Ms. El-Baroudi announced the following meetings:

Announcements

SWCM Regular Board Meeting

Thursday, March 19, 2009 at 9:00 a.m.
Peacock Hall

GRF Regular Board Meeting

Thursday, February 26, 2009 at 9:00 a.m.
Peacock Hall

Having no further business, the meeting adjourned at 9:25 a.m. to an executive session to discuss a resident matter.

Adjournment

Charles Shaddle, Secretary