

M I N U T E S
SECOND WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
THURSDAY, MAY 19, 2011 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, May 19, 2011 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

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

Attendance

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Mark Marlatte, Building Maintenance Manager; and Dyann Paradise, Administrative Secretary.

There were 34 residents in attendance.

APPROVAL OF MINUTES

The minutes of the regular board meeting of April 21, 2011 were approved as written and reviewed.

Approval of
Minutes

RESIDENTS' FORUM

Don Pettengill, Tice Creek – Entry D, asked if the roof in his building would be replaced this year as it has flooded the manor twice. Mr. Marlatte reported that his building (2408 Tice Creek) was scheduled for this year's roofing project.

Residents'
Forum

Mary Hannah, Canyonwood – Entry 6, asked why a change in title of a manor would require signing a new Occupancy Agreement should the Board approve the revised version of the Occupancy Agreement. Ms. El-Baroudi explained that discussion regarding the proposed revised Occupancy Agreement would occur later in the meeting.

On behalf of Patricia Zuker, Ptarmigan – Entry 1, an active participant in the Emergency Preparedness Organization, Mr. Detre announced that there will be a disaster shelter drill on June 2, 1011 in the Tice Valley Gym from 9:30 a.m. to 1:30 p.m. Volunteers are needed to act as shelter clients. Anyone interested should contact MOD for further details.

In response to a resident inquiry, Mr. Dunning explained the policy regarding carport storage. Whenever the Board receives a complaint in an entry about a poor condition regarding storage in a carport, such as an excessive amount of personal items or

open or hazardous storage, the Board inspects all carports in that particular entry and issues violation notices as appropriate. Any cabinet in the carport requires an approved alteration permit. Because there has been confusion regarding the acceptable standards, the Board will discuss this matter further.

In response to another resident query, Mr. Marlatte clarified the resale inspection process by stating that the inspection designed to identify any alterations that may affect Mutual property. It is not an inspection designed for the buyer regarding all components in the manor.

LANDSCAPE REPORT – Rich Perona, Landscape Manager

On behalf of Mr. Perona who was absent, Mr. Donner reported on lawn, entry, and tree maintenance as well as landscape rehabilitation. (A copy of Mr. Perona's report is attached.)

Landscape
Report

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

Mr. Marlatte reported on carpentry and painting maintenance; roofing program; building stabilization; bridge and stair replacements; deck coating; appliance replacements; roof and gutter cleaning; manor lube program; and paving and seal coat. (A copy of Mr. Marlatte's report is attached.) Ms. El-Baroudi reminded residents that should the Mutual need access to a manor for the manor lube program and the resident of the manor is uncooperative or unresponsive to the request for entry, the Mutual will hire a locksmith in order to gain entry and will charge all expenses involved back to the resident. The manor lube program is very important for the protection of the resident as well as the Mutual.

Buildings
and
Facilities
Report

TREASURER'S REPORT – George Detre, Treasurer

Mr. Donner reported the Mutual was \$21,000 better than budget in April, but \$31,000 over budget in expenses through April 30, 2011. Most of this is due to seasonal expenses early in the year, such as the manor lube program, that will level out over the course of the year. Fund balances are good with \$373,000 in operating funds and over \$1 million in reserves.

Treasurer's
Report

Mr. Detre reported there were six resales in April—equity amounts only:

Del Monte	\$ 59,500	
Cypress	\$ 88,000	
Sequoia	\$120,000	\$140,000
San Franciscan	\$280,000	
Carmel	\$300,000	

The median price in April was \$130,000. Year to date resales total 22 with a median price of \$130,000.

PRESIDENT'S REPORT – Barbara El-Baroudi

No report.

President's
Report

OLD BUSINESS

Ms. El-Baroudi led a discussion of the proposed revision Occupancy Agreement. Several articles in the *Rossmoor News* and a notice on the Second Mutual website announced that members could obtain a copy for review of the proposed revision at the Mutuals' Board Office. Only when the property is sold, or if a member changes title, would the member need to sign the new Occupancy Agreement.

Old
Business

The proposed new Occupancy Agreement brings the document into compliance with California Civil Code (Davis-Stirling Act); removes all reference to HUD since the HUD loans have been paid in full; and requires that the member carries appropriate contents and liability insurance.

Following extensive discussion,

Ms. Weyermann moved to approve the proposed revised Occupancy Agreement as written and reviewed. Mr. Mansfield seconded and the motion carried without dissent.

Approval of
Revised
Occupancy
Agreement

NEW BUSINESS

None.

New
Business

ANNOUNCEMENTS

Ms. El-Baroudi announced the following meetings:

SWCM Regular Board Meeting	Thursday, June 23, 2011 9:00 a.m. Peacock Hall (Gateway)
Trust Agreement Review and Revision Committee	Friday, May 20, 2011 9:30 a.m. Board Room (Gateway)
GRF Regular Board Meeting	Thursday, May 26, 2011 9:00 a.m. Peacock Hall (Gateway)

Announce-
ments

Having no further business, the meeting adjourned at 10:15 a.m. to an executive session to discuss a resident discipline matter.

Clay Dunning, Secretary
Second Walnut Creek Mutual