

M I N U T E S
SECOND WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
THURSDAY, SEPTEMBER 23, 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, September 23, 2010 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

Attendance

ROLL CALL: Present: Barbara El-Baroudi, President
 George Detre, Treasurer
 Clay Dunning, Secretary
 Frank Mansfield, Director

Excused: Lois B. Weyermann, Vice President

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

There were 52 residents in attendance.

APPROVAL OF MINUTES

The minutes of the regular board meeting of August 19, 2010 were approved by majority as written and reviewed.

Approval of
Minutes

RESIDENTS' FORUM

Virginia Loving, Ptarmigan Drive – Entry 3, reported the flat roof was recently replaced. She had concerns regarding the radiant heating element in the ceiling. Mr. Marlatte explained that if the heating fails the Mutual will install either baseboard or radiant heat. She also reported a problem with a downspout. Mr. Marlatte explained that the painting contractor will return within the next few weeks for touchups in about eight buildings.

Residents'
Forum

A resident reported a problem with a barking dog. Ms. El-Baroudi explained that noise problems should be reported to Securitas for action.

Joy Austin, Singingwood Court – Entry 7, reported an irrigation head needs to be redirected away from her windows as it is spraying into her bedroom. She also reported the landscaping around her building that was recently rehabilitated needs repair. Ms. El-Baroudi explained that landscaping rehabilitation follows building rehabilitation per schedule.

Geri ?? Murphy, 1161 Leisure Lane #8, reported two pine trees that are leaning. She is concerned about the condition of the trees. Mr. Donner explained that the tree crew checks all the trees on a routine basis. He will report this specific problem to Mr. Perona for followup. She also asked about the new disposal site at MOD. Mr. Donner stated that the main function of the disposal site is for use by MOD staff and Mutual vendors to dump. Residents may also dispose of items that are too large for their dumpsters,

excluding tires, hazardous waste, furniture, etc. Cardboard is also recycled and residents may bring those items there.

Wayne King, Running Springs Road – Entry 7, asked about the roofing material that was recently installed. Mr. Marlatt explained that the material is called Durolast single ply membrane with a 15-year warranty. Larger downspouts and scuppers have been installed and should eliminate many of the drainage problems. This product is being used throughout the valley. Mr. King also reported a problem with free-roaming dogs in the pathway near his building. Mr. King requested posting a sign in the area to remind pet owners to pick up after their pets. Mr. Donner will request that Mr. Perona follow up.

Tom Martin, Tice Creek Drive – Entry AA, reported the signs on his dumpster area need replacement. Mr. Detre will follow up on this issue throughout the Mutual. Mr. Martin also reported his patio slab was sinking. A new slab was poured but the dirt and rocks from the excavation was stored on the lawn. This resulted in damage to the lawn as well as a few low spots. Mr. Donner will advise Mr. Perona to follow up on this issue.

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

Buildings and
Facilities Report

Mr. Marlatt 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. Marlatt's report is attached.)

Landscape
Report

LANDSCAPE REPORT – Rich Perona, Landscape Manager

On behalf of Mr. Perona, Mr. Donner reported on lawn, entry and tree maintenance as well as landscape rehabilitation. As soon as the leaves have fallen, major cleanup will be done.

Treasurer's
Report

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

Mr. Donner reported that through August 31, 2010 fund balances: \$277,213 operating

\$ 635,201 reserves

\$132,997 better than budget Mostly due to savings in water expenses and the \$44k MOD dividend revenue is \$46,993 better than budget in good financial condition

President's
Report

Resales: see report

PRESIDENT'S REPORT – Barbara El-Baroudi

No report.

Old Business

OLD BUSINESS

There was continuing discussion regarding the proposed revisions to the Subletting (Section 2.0) and Carports and Parking (Section 6.0) policies.

John Glavin, Canyonwood – Entry 6, requested less strenuous rules regarding rentals in order to make Second Mutual more competitive with the other cooperative Mutuals.

Ms. El-Baroudi read several comments from the members who sent them to the Board prior to the meeting.

Sonja Ericksen reported that someone she knows has 3 free standing storage cabinets in their carport.

Lou Zlakovich ?? commented that contractors working in manors should be considered guests and should be allowed to park in a guest parking space.

New Business

Shirley Ellis commented that she is very much in favor of no storage in the carports. It represents an eyesore as well as a potential safety hazard. She suggests using a fine procedure for violators.

A resident asked if a golf cart could be serviced in a carport. Ms. El-Baroudi explained that a very short-term minor repair could be done in a carport. Major repairs are prohibited.

M/S/C adopt Dunning, Mansfield

NEW BUSINESS

Ms. Weyermann explained the proposed revisions to the Subletting policy (Policy 2.0). The proposed revision provides for short term subleasing not to exceed 3 months in any calendar year with Board permission. A copy of the proposed revision will be available in the Mutuals' Board Office.

Mr. Dunning introduced the proposed revisions to the Carports and Parking policy (Policy 6.0). Resident Virginia Williamson asked how the policies are enforced. Ms. El-Baroudi explained that the new policies are an attempt to be more specific so that residents will understand the guidelines more clearly. Since the Board members cannot monitor every area, residents are asked to advise the Board of specific violations. A copy of the proposed revisions will be available in the Mutuals' Board Office.

Announcements

There were several comments from the audience regarding the proposed revisions.

ANNOUNCEMENTS

Adjournment

Ms. El-Baroudi announced the following meetings:

SWCM Annual Membership Meeting

SWCM Regular Board Meeting

GRF Regular Board Meeting

Having no further business, the meeting adjourned at 10:45 a.m. to an executive session to discuss various member issues.

Clay Dunning, Secretary
Second Walnut Creek Mutual