

MINUTES  
FOURTH WALNUT CREEK MUTUAL  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONDAY, JANUARY 18, 2010 AT 1:30 P.M.  
BOARD ROOM - GATEWAY

President Herr called to order a regular meeting of the Board of Directors of Fourth Walnut Creek Mutual at 1:30 p.m. on Monday, January 18, 2010 in the Board Room at Gateway complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	Michael Herr	President	<u>Attendance</u>
	Don Cardinal	Vice President	
	Lee Steindler	Treasurer	
	Penny Wade	Secretary	
	Hans Koehler	Director	

Representing Mutual Operations were Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief Financial Officer; Rich Perona, Landscape Manager; Bill Friesen, Building Maintenance Manager; and Dyann Paradise, Administrative Secretary.

Mr. Herr welcomed the six residents in attendance.

APPROVAL OF MINUTES

Mr. Cardinal moved to approve the minutes from the November 16, 2009 regular meeting of the Board of Directors as written and reviewed, and the November 16, 2009 executive session regarding a resident discipline matter. Ms. Wade seconded, and the motion carried without dissent.

Approval of Minutes

RESIDENTS' FORUM

No comments.

Residents' Forum

PRESIDENT'S REPORT

President Herr reported on issues discussed at the November 30, 2009 Presidents' Forum: lockbox use by residents for storage of an emergency key; possible GRF new emergency key storage system; new Rossmoor promotional DVD; Mutual investments; corporation yard protocols; GRF policy regarding estate sales; proposal to hire law firm to review all forms/documents related to manor records; insurance rates and new broker.

President's Report

Mr. Herr also reported in various items of correspondence to/from Mutual residents.

There have been 11 manors sold in 2009 at a median price of \$230,000. There are currently 9 leased units.

VICE PRESIDENT'S REPORT – Don Cardinal, Vice President

There will be one board position available in this year's election.

Vice President's  
Report

FINANCIAL REPORT – Lee Steindler, Treasurer and Rick Chakoff, CFO

Mr. Steindler reported the Mutual's year-end financial report is pending.

Financial  
Report

Preliminary figures indicate a fund balance of \$145,194 in the operating account and \$659,182 in reserves. Mr. Chakoff noted the Mutual is currently approximately \$17,000 surplus to budget.

Mr. Chakoff is checking into viable investment instruments and will report his findings to the Board at a future meeting.

LANDSCAPE REPORT – Rich Perona

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

Landscape  
Report

Mr. Perona presented a proposal to remove two shrubs in the common area behind 1429 Skycrest that were not planted by the Mutual and are blocking the view for residents. It was noted that the residents in the 1429 building were asked for their input on this proposed removal and there was only one objection and three were in favor.

Ms. Wade moved to remove two shrubs from the common area behind 1429 Skycrest. Mr. Cardinal seconded, and hearing no objections, Mr. Herr declared the motion carried.

Approval to  
Removal Two  
Shrubs at 1429  
Skycrest

BUILDING MAINTENANCE REPORT – Bill Friesen

Mr. Friesen reported there were no rain leak calls in the recent storm to date. There was one plumbing leak inside the wall at 1401 Skycrest. Repairs at that location are nearing completion.

Building  
Maintenance  
Report

The 2010 reserve projects are being determined after which bids will be secured. Project 18 is scheduled for rehabilitation and repainting this year.

The annual raingutter cleaning is scheduled to begin this week.

ARCHITECTURAL CONTROL

A third person with a background in architectural design will be appointed to the committee to assist committee members Mr. Herr and Mr. Cardinal.

Architectural  
Control  
Committee

Two alteration permits were approved this past month: one for a solatube installation and the other for a new back door.

There was a discussion regarding the feasibility of solar power for water heating. It is still not a practicable application for a multi-unit building.

COMMITTEE CHAIR APPOINTMENT – Emergency Preparedness Committee

Steve Adza was appointed to fill the vacancy left by Anita King. Mr. Adza is reviewing the emergency coordinators and CB operators list. He presented a packet of information created by the City of Walnut Creek regarding fault lines and other areas of concern.

Emergency Preparedness Committee - Chair Appointment

OLD BUSINESS

None.

Old Business

NEW BUSINESS

A resident in Project 19 has requested a lease renewal. The manor has been leased for one year so far and the resident has submitted a formal request for another year. There have been no reported problems with the current tenant.

New Business

By acclamation, the Board approved the lease extension for another year for 2109 Skycrest #7.

Approval for Lease Renewal

ANNOUNCEMENT

The next regular board meeting is scheduled, if needed, for Tuesday, February 16, 2010 at 1:30 p.m., in the Board Room in Gateway complex.

Announcement

ADJOURNMENT

Having no further business, the meeting adjourned at 2:10 p.m.

Adjournment

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Penny Wade, Secretary  
Fourth Walnut Creek Mutual