

MINUTES
FOURTH WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, FEBRUARY 23, 2011 AT 1:30 P.M.
BOARD ROOM - GATEWAY

President Cardinal called to order a regular meeting of the Board of Directors of Fourth Walnut Creek Mutual at 1:30 p.m. on Wednesday, February 23, 2011 in the Board Room at Gateway complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	Don Cardinal	President	<u>Attendance</u>
	Hans Koehler	Vice President (who arrived at 2:00 p.m.)	
	Penny Wade	Secretary	
	Sheila Peverill	Director	
EXCUSED:	Ed Kung	Treasurer	

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

Mr. Cardinal welcomed the 8 residents in attendance.

APPROVAL OF MINUTES

Ms. Wade moved to approve the minutes from the November 15, 2010 regular board meeting. (There were no regular board meetings in December, 2010 and January, 2011.) The motion was seconded and carried without dissent.

Approval of
Minutes

RESIDENTS' FORUM

Carl Brown, Skycrest – Entry 16, stated he appreciates the newly-installed pathway but the loose gravel on the top needs to be swept off. Mr. Friesen will advise Mr. Perona about the loose gravel problem.

Residents'
Forum

Polly Kaiser, Skycrest - Entry 10, reported that several gates were left open during the rain gutter cleaning process. This could have resulted in runaway dogs. Mr. Friesen stated that in the future he would contact residents ahead of the project so they can make proper arrangements for their pets.

Dave Boesch, Tice Creek – Entry A, commented that all Board-generated information should have dates listed.

Pauline Kelsner, Skycrest – Entry 17, commended the Board and GRF in keeping the canyons clear of underbrush since last November.

Ron Wehrenberg, Skycrest – Entry 8, reminded the Board that between 1429 and 1413 Skycrest a pathway is needed to replace the stepping stones that were removed. Mr. Friesen will contact Mr. Perona for follow up.

Carl Brown, Skycrest – Entry 16, volunteered to set up a web page for Fourth Mutual.

PRESIDENTS' REPORT – Don Cardinal

February Presidents' Forum issues: discussions underway for a new entry system into Rossmoor; suggestion to establish a vendor setup fee; Trust Review Committee is continuing their research; audit of Manor Records Department; new management agreement.

President's
Report

Mr. Cardinal reported there are currently five leased manors. One manor was sold in the past month.

(Mr. Koehler arrived at this point in the meeting.)

VICE PRESIDENT'S REPORT – Hans Koehler, Vice President

No report.

Vice President's
Report

FINANCIAL REPORT – Ed Kung, Treasurer

On behalf of Mr. Kung, Mr. Cardinal reported the Mutual is in good financial condition. There was one uncollectible delinquency in the amount of \$4,300. The collection company attempted to collect the debt but was unsuccessful.

Financial
Report

Mr. Chakoff is researching various investment options that would yield better interest rates than the Mutual is currently getting.

LANDSCAPE REPORT – Penny Wade, Landscape Committee Chair

Ms. Wade reported that lawns are being mowed and fertilized as needed. Irrigation controllers are off. Entry and tree maintenance is routine. The Committee is planning the rehabilitation projects for this year. Proposals will be submitted to the Board at the March board meeting.

Landscape
Report

BUILDING MAINTENANCE REPORT – Bill Friesen

Mr. Friesen presented lighting options to replace the current pagoda ground lights. He suggested the new light design should be installed whenever an old light needs to be replaced. The new lights cost approximately \$250 each installed.

Building
Maintenance
Report

At 1932 Skycrest there is an 80-foot walkway with three walkway lights on the entire

span. The middle light is blocked by juniper shrubs that will be trimmed to allow more light onto the walkway.

Ms. Peverill moved to install one new light fixture with black components and to test its effectiveness. Ms. Wade seconded and the motion carried without dissent.

Approval to
Install a New
Design Test
Light Fixture

Mr. Friesen presented a report outlining lighting requests in various locations throughout the Mutual.

Ms. Wade moved to install additional new lights in 4 locations: two at 1940 Skycrest; one at 1910 Skycrest, and one at 1932 Skycrest in an amount not to exceed \$1,150. Mr. Koehler seconded and the motion carried without dissent.

Approval to
Install 4 New
Light Fixtures

Mr. Friesen will have suggestions for the Board to consider for additional lighting in Project 19.

There were 7 rain leaks since October, 2010 at a total cost of \$2,326.

Smoke alarm checks are scheduled for March.

Seal coating with new red curb painting is scheduled for this year.

ARCHITECTURAL CONTROL COMMITTEE – Don Cardinal and Hans Koehler

No requests.

Architectural
Control
Committee

EMERGENCY PREPAREDNESS COMMITTEE – Steve Adza

Mr. Adza explained the Map Your Neighborhood (MYN) program.

Emergency
Preparedness
Committee

Additional weed abatement is needed behind Entry 17 on Skycrest. A portion of that area is GRF property.

An emergency drill will be held at Hillside Clubhouse in the fall.

OLD BUSINESS

There is possibly an unregistered occupant at 2137 Skycrest #4. No lease is on file. The tenant has possibly has been in the manor for over six years. The Board will follow up on this matter.

Old Business

NEW BUSINESS

At 1901 Skycrest there is excessive storage visible from the windows. The Board will

New Business

follow up.

ANNOUNCEMENT

The next regular board meeting is scheduled for Monday, March 21, 2011 at 1:30 pm in the Board Room at Gateway.

Announcement

ADJOURNMENT

Having no further business, the meeting adjourned at 2:45 p.m.

Adjournment

Penny Wade, Secretary
Fourth Walnut Creek Mutual