

MINUTES
FOURTH WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, FEBRUARY 16, 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, February 16, 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; Rich Perona, Landscape Manager; Bill Friesen, Building Maintenance Manager; and Dyann Paradise, Administrative Secretary.

Mr. Herr welcomed the eight residents in attendance.

APPROVAL OF MINUTES

Mr. Steindler moved to approve the minutes from the January 18, 2010 regular meeting of the Board of Directors, and the executive session of January 18, 2010 regarding a foreclosure matter, as written and reviewed. Ms. Wade seconded, and the motion carried without dissent.	<u>Approval of Minutes</u>
---	----------------------------

RESIDENTS' FORUM

None	<u>Residents' Forum</u>
------	-------------------------

PRESIDENT'S REPORT

President Herr reported on issues discussed at the January 25, 2010 Presidents' Forum: introduction of a staff member with a new job title; MOD financial report which indicated an anticipated dividend to the Mutuals; status of emergency planning; estate sales protocol; 2010 insurance renewal report.	<u>President's Report</u>
--	---------------------------

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

There have been no manors sold to date in 2010 and currently there are nine leased units.

VICE PRESIDENT'S REPORT – Don Cardinal, Vice President

One position is available on the Board in this year's election. Michael Herr has advised that he will not run again. Members in good standing who would like to run for the board position should contact Mr. Cardinal or the Assistant Secretary in the Mutual's Board Office in Gateway.

Vice President's
Report

FINANCIAL REPORT – Lee Steindler, Treasurer and Paul Donner

Mr. Steindler reported that the preliminary year end report for 2009 indicates an income gain of \$182,248 over 2008 balances. The Mutual is currently \$16,624 surplus to budget year to date. Fund balances are healthy with \$236,000 in operations and \$803,000 in reserves.

Financial
Report

It was noted that Mr. Chakoff is still 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

Two bid walks for this year's projects will be scheduled in the next couple of weeks.

Ms. Wade reported that wood chips are needed along the newly planted shrubs along Skycrest Drive. Mr. Perona explained that wood chips would be fine in areas where it is not too steep. He will follow up to ascertain what is appropriate.

Ms. Wade reported the Committee discovered a private garden that was not officially authorized. Mr. Perona stated the normal maintenance crew could maintain the area if the resident fails to maintain it properly, however the stepping stones that are in the garden will be removed. Ms. Wade will advise the resident of the new plans for the area.

Mr. Koehler reported two broken sprinkler heads in the front of 2001 Skycrest. Mr. Perona will follow up on this matter.

BUILDING MAINTENANCE REPORT – Bill Friesen

Mr. Friesen reported that Project 18 is scheduled for painting this year. The asphalt will be marked for this year's repairs and slurry sealing of all entries except for Entry 10 and Project 19 areas. No roof replacements are scheduled for this year.

Building
Maintenance
Report

Mr. Friesen and Mr. Perona will inspect various areas needing lighting and sidewalk repairs.

There have been no reported rain leaks since January.

It was noted that 1940 Skycrest #11, a foreclosure property, is now for sale.

ARCHITECTURAL CONTROL COMMITTEE

Architectural
Control
Committee

The Committee appointed Sharon Leet as the third member on the committee. Two alterations were approved and one manor was red-tagged for attempting to install an unauthorized hardwood floor.

EMERGENCY PREPAREDNESS COMMITTEE – Steve Adza

Emergency
Preparedness
Committee

Mr. Adza reported there are currently five CB operators and six entry coordinators. A CERT drill will occur in the near future. Mr. Adza also reported three locations that need water shutoff or gas shutoff repairs. Mr. Friesen took note of the locations.

OLD BUSINESS

Old Business

None.

NEW BUSINESS

New Business

The Board reviewed the first reading of a proposed new policy for Estate or Garage Sales regulations. (A copy of the proposed policy 12.12 is attached.)

Pauline Kelzer reported Goats R Us submitted a proposal of \$2,800 to graze for weed abatement on the hillside below Project 19, which is the same amount as last year. Last year Project 19 collected and set aside \$1,500 in their budget for this project. The Board will consider this when making their decision this year. The Board asked Ms. Kelzer to bring this bid to the Board once she receives it from Goats R Us.

ANNOUNCEMENT

Announcement

The next regular board meeting is scheduled for Tuesday, March 15, 2010 at 1:30 p.m., in the Board Room in Gateway complex.

ADJOURNMENT

Adjournment

Having no further business, the meeting adjourned at 2:45 p.m. to an executive session to discuss a resident discipline matter.

Penny Wade, Secretary
Fourth Walnut Creek Mutual