

FIFTH WALNUT CREEK MUTUAL

MINUTES

REGULAR MEETING FEBRUARY 18, 2010 AT 2:00 P.M.
BOARD ROOM – GATEWAY COMPLEX

OPENING

President Rowe opened the meeting at 2:00 p.m. Directors Dietschy, Friederichs, Matthews, Sandelmann, and Swinden were also present.

Attendance

There were also nine residents present.

Staff was represented by Mr. Donner, Director of Mutual Operations; Mr. Friesen, Building Maintenance Manager; Mr. Ormond, Landscape Supervisor; and Ms. Paradise, Administrative Secretary.

President Rowe announced that two candidates came forth to serve in the vacant position on the Board of Directors: Richard Heinicke and Gerald Cruson. Mr. Heinicke subsequently withdrew his name. Mr. Matthews moved, Mr. Sandelmann seconded, and the Board unanimously approved the appointment of Mr. Cruson to fill the vacant position on the Board of Directors to serve until this year's election. Mr. Cruson then took his place at the board table.

Appointment of Director

APPROVAL OF THE MINUTES

Mr. Rowe asked for any additions or corrections to the minutes of the regular board meeting of January 21, 2010. Hearing none he declared the minutes approved as written and reviewed.

Minutes Approved

MEMBERS' FORUM

Duncan Carter commented that it may not be appropriate for members who did not attend the holiday party to pay the balance due of \$80 for the room rental through coupon funds. Mr. Carter also reported that he believes there are significant errors in the Helsing reserve study and that the Board needs to formally approve the study. He also commented that renaming the Alterations Committee to Design Review Committee might be problematic. He also asked for the source of water for hose bibbs and the type of drainage per the proposed policy.

Members' Forum

In response to Mr. Carter's concerns regarding the hose bibb policy, Mr. Friesen stated that the proposed policy is just in the discussion stage and the proposed revision includes water source and drainage detail.

Mr. Rowe explained that legal counsel has suggested that the Alteration Committee be renamed Design Review Committee in the proposed draft legal documents.

Mr. Friesen stated that the mailboxes line item in the reserve study is one of the

items along with others that are being included in the reserve study update.

Maureen Swinden asked why Mr. Carter presents his criticism to the Board at every monthly board meeting. Mr. Carter stated he is trying to keep the Board in line with the California Civil Code requirements including those related to the current reserve study, which he feels is not competent.

SECRETARY'S REPORT – Ms. Dietschy

No report.

TREASURER'S REPORT – Werner Sandelmann

Secretary's
Report

Mr. Sandelmann stated the Board is awaiting the January, 2010 financial statement. However, he reported on the year end 2009 financial status. Through December 31, 2009, Project 46 had a fund balance of \$52,823 in the operating account and \$45,822 in replacement reserves. Net operating expenses were \$1,235 favorable to budget and it was noted that water expenses were under budget.

Treasurer's
Report

In Project 47 through November 30, 2009, the Project had a fund balance of \$90,163 and a replacement reserve of \$578,196. Expenses were unfavorable to budget in the amount of \$29,116. Due to unforeseen circumstances, termite control, carpentry, and landscape maintenance were over budget. There was no budget for water supply maintenance for which there was an expense of \$56,813. Hopefully this represents a resolved matter that will not occur in the future.

(A copy of Mr. Sandelmann's report is attached.)

Mr. Sandelmann explained the insurance payment now due and the necessity to borrow \$35,000 from reserves for Project 47.

Mr. Sandelmann moved to authorize the Board to transfer \$35,000 from the reserve fund of Project 47 to the operating fund of Project 47 to enable the payment of the entire annual insurance premium now due and that the borrowed funds of \$35,000 will be repaid in full to the reserve fund through coupon contributions not later than December 31, 2010. Mr. Cruson seconded and the motion carried without dissent.

Approval to
Borrow From
Reserves for
Insurance
Premium

LANDSCAPE COMMITTEE – Mr. Rowe, Chair

Mr. Rowe reported that the under-the-stair plantings project went well overall, especially the corrective work to the irrigation sprinklers. The in-house crew will perform rehabilitation in various areas for nine days in March. Several board members expressed their pleasure with the work performed by the in-house crew.

Landscape
Committee

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

BUILDING COMMITTEE – Ms. Friederichs, Chair and Mr. Friesen

Mr. Friesen reported the blind corner signs and bots dots will be installed soon. The Board agreed by acclamation that Ms. Friederichs, Mr. Matthews, and Mr. Friesen will determine the best placement of the signs.

Mr. Friesen will continue his research for a good design and location for an outdoor message board that can be used to post official Mutual business as needed.

Building
Committee

Contractor estimates for repairs to 3222 TG #1B are pending. Painting is not included and the deck coating will be installed by a subcontractor. Destructive testing at 3316 TG #1B is scheduled to start next week. Perfect Painting is following up on the deck coating project at 3288 #2C.

No new rain leaks had been reported in the past month. The main breezeway coatings are nearing completion: 3874 TG is complete and 1221 AS will be done within the week.

EMERGENCY PREPAREDNESS COMMITTEE – Ms. Dietschy, Chair

Ms. Dietschy suggested that Dennis Bell, Public Safety Coordinator, address the Board at the March regular board meeting. The Board concurred; Ms. Dietschy will contact Mr. Bell.

Emergency
Preparedness
Committee

ALTERATIONS – Ms. Swinden, Chair

Ms. Swinden explained the suggested change in the title from "Alteration Committee" to the "Design Review Committee" in order to keep design elements in conformity throughout the Mutual. The Board concurred. The proposed policy change will be forwarded to the membership for comment prior to a formal vote by the Board.

Alterations

The Committee recommended a standard storage design with sliding doors only, not swing doors, for an optional carport storage unit. The Committee will develop further design options for Board consideration.

AD HOC RESERVE STUDY COMMITTEE – Mr. Matthews (chair)

Mr. Matthews reported the Committee received the annual updates from the Helsing Group. The changes suggested by the Committee will be incorporated into the study at no charge. Mr. Friesen will submit the newly-issued deck report to be included along with some additional items, such as the new rollup garage doors. It

Ad Hoc
Reserve Study

was noted there will be a charge for these inclusions.

Committee

NEWSLETTER – Jennifer Langan, Editor

A newsletter will be out soon.

WELCOMING – Claire Rosenzweig

Ms. Rosenzweig was absent, but Mr. Rowe reported that there were 19 new members in 2009, many of whom were difficult to contact. Ms. Rosenzweig will continue to greet new members as she is able to contact them.

Newsletter

OLD BUSINESS

The proposed hose bibb policy is for consideration only at this time. The Board agreed that a specific proposed policy will be created for Board and membership review prior to a Board vote to accept it.

Welcoming

The CC&Rs review is still underway pending input from the risk manager regarding insurance issues.

Old Business

NEW BUSINESS

Mr. Friesen will submit proposals at the March board meeting for new entry signs. It was noted there is a budget for entry signs in the amount of \$2,274. Ms. Swinden suggested that the Board also consider replacement signs on the buildings in various locations. She will research sign options.

New Business

ANNOUNCEMENT

The next regular board meeting is scheduled for Thursday, March 18, 2010 at 2:00 p.m. in the Board Room (Gateway).

ADJOURNMENT

The meeting adjourned at 3:35 p.m.

Announcement

Ellen Dietschy, Vice President/Secretary
Fifth Walnut Creek Mutual

Adjournment