

FIFTH WALNUT CREEK MUTUAL
MINUTES
REGULAR MEETING
THURSDAY, MARCH 17, 2011 AT 2:00 P.M.
BOARD ROOM – GATEWAY COMPLEX

OPENING

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

Attendance

There were two 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.

APPROVAL OF THE MINUTES

Mr. Cruson pointed out a correction needed to the minutes of the regular board meeting of February 17, 2011. On the Landscape Committee report (page 2), third paragraph should note that the unauthorized landscape pot is located on the common stairwell in Entry 2 Avenida Sevilla, not Entry 3. Hearing no further corrections, Mr. Rowe declared the minutes of the February 17, 2011 regular meeting of the Board approved as corrected.

Minutes
Approved As
Corrected

MEMBERS' FORUM

Duncan Carter warned the Board that once the revised Bylaws are approved several revisions will be needed to the Policies, and until the revised Bylaws are approved, the existing Bylaws and Policies stay in effect.

Members'
Forum

SECRETARY'S REPORT – Ms. Dietschy

No report.

Secretary's
Report

TREASURER'S REPORT – Mr. Sandelmann

Mr. Sandelmann presented a financial report for the year to date through February, 2011 and noted that expenses for both Project 46 and Project 47 are less than budgeted. A copy of the report is attached.

Treasurer's
Report

Mr. Sandelmann asked the Board to consider installation of new rollup metal garage doors for all residences in Project 46, ~~*the funds for which to be taken from the surplus in the Project 46 operating fund. A reimbursement would be granted for those residents who have already installed rollup metal garage doors.~~ Having a new rollup garage door for all residences in Project 46 would ensure conformity in style and color; would be timely because prices are low in the current economy; and would save in overall maintenance expenses. Mr. Sandelmann stated he discussed this idea with

several of the residents in Project 46 and that most were in favor. This proposal will be submitted to the Building Committee for suggestions to the Board at the April board meeting. * to be paid by a portion of the operating fund surplus in Project 46 and the remaining balance from Project 46 reserves. Those residents who have already purchased rollup garage doors would be reimbursed. (corrected 4/21/11)

Mr. Cruson reported ~~** two water firelines in Entry 8 TG have been reviewed and one appears to have a leak. Mr. Friesen will follow up on this matter as it has been a costly waste of water.~~ ** one water fireline in Entry 8 Terra Granada has a significant leak. This has resulted in expenses of approximately \$12,000 per year for lost water. Mr. Friesen will follow up on this matter to determine a cost-effective way to address the leaking line problem. (corrected 4/21/11)

LANDSCAPE COMMITTEE – Mr. Rowe, Chair; Mr. Ormond, Landscape Supervisor

Landscape
Committee

Mr. Ormond reported that the private garden at 3852 TG #2A is now back in control of the Mutual and will be checked to ensure it is within standard specifications.

A new irrigation technician has been assigned to the Mutual. Springtime tree and shrubbery trimming is underway.

Mr. Rowe reported an inventory of ~~*** the common areas is underway and will be refined soon.~~ A report, including recommendations, will be submitted at the next board meeting. *** private property encroachments into the common area is in progress and will be refined soon. (corrected 4/21/11)

The MOD rehabilitation crew will be working in April on tree and shrub removals as needed in Entries 4 TG, 3 TG, and 2 AS.

The resident at 1209 AS #1A requested an egress between her unit and the parking area on the side of the building. A preliminary review indicates the resident has other options for access. Once a formal request is submitted, the Board will consider the matter.

A copy of Mr. Ormond's landscape report is attached as well as a copy of the Landscape Committee minutes.

BUILDING COMMITTEE – Ms. Friederichs and Mr. Friesen

Mr. Friesen reported the three sliders at 3535 TG have been replaced, interior touch-up has been completed and exterior stucco is drying. Painting will be done once the stucco is cured.

Building
Committee

Leaks have occurred at 3330 TG #1A over the past three rainy seasons. MOD referred this back to the vendor who put in the windows in the #1B unit. The vendor

made some repairs and installed plastic on the windows during the recent rains. Mr. Friesen will continue to follow up to ensure the windows are now water tight and not contributing to the leak at #1A.

Mr. Friesen suggested that cleaning of private decks in the three-story buildings should be done by accessing the B level decks in order to clean the C level decks. Cleaning gutters on the B and C level units will cause debris to drop onto the A level decks. This matter will be discussed further at the April board meeting.

The small deck off the master bedroom at 3535 TG #3C is in poor condition and has contributed to dry rot at the sliding door. Mr. Friesen provided estimates for repairs. Following review,

Ms. Friederichs moved to approve the bid from Perfect Painting to repair the flashing detail in the amount of \$861 and replace the deck coating in the amount of \$825. Mr. Matthews seconded and the motion carried without dissent.

Mr. Rowe reported a work order had been submitted for repairs to the bulge in the sheetrock at 1221 AS #4A. Mr. Friesen explained the diagonal wall brace had popped out and caused the bulge, probably due to the building shifting slightly over time and minor moisture in the wood. The brace was secured again and the repairs to the sheetrock will be accomplished soon. The Board approved the work order by acclamation.

EMERGENCY PREPAREDNESS COMMITTEE – Ms. Dietschy

Ms. Dietschy reported a Red Cross readiness presentation will be held on May 2 at Creekside Clubhouse. Additional details will be available in the *Rossmoor News*.

Emergency
Preparedness
Committee

Those present were reminded that each resident is responsible for keeping at least seven days' worth of emergency supplies on hand at all times as it would probably take emergency responders that long to reach Rossmoor. Additional entry coordinators are needed.

Mr. Rowe expressed the Board's thanks to Ms. Dietschy for all her hard work directing the Emergency Preparedness Committee.

ALTERATIONS – Ms. Swinden

There are currently four alterations in progress and three recently completed.

Alterations

AD HOC RESERVE STUDY – Mr. Matthews

No report.

Ad Hoc
Reserve Study
Committee

OLD BUSINESS

The proposed revised Bylaws will be mailed to the membership within the next few days. A general meeting of the membership to discuss any issues in the proposed revised Bylaws will be held on March 31 at 10:00 a.m. in the Fireside Room at Gateway. The ballots are due by April 15 and will be counted by the Inspector of Election at the open board meeting on April 21. Mr. Rowe thanked the members of the Board and community who volunteered to prepare the mail out.

Old Business

NEW BUSINESS

None.

New Business

ANNOUNCEMENT

The next regular board meeting is scheduled for Thursday, April 21, 2011 at 2:00 p.m. in the Board Room at Gateway.

Announcement

ADJOURNMENT

The meeting adjourned at 3:30 p.m.

Adjournment

Ellen Dietschy, Secretary
Fifth Walnut Creek Mutual