

FIFTH WALNUT CREEK MUTUAL
MINUTES
REGULAR MEETING
THURSDAY, SEPTEMBER 15, 2011, AT 2:00 P.M.
BOARD ROOM – GATEWAY COMPLEX

OPENING

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

There were two residents present.

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

APPROVAL OF THE MINUTES

Ms. Sandelmann pointed out a correction to the minutes of July 21, 2011 on page 3 under the Building Maintenance report. The statement should read: Ms. Sandelmann reported the neighbor at 1221 AS #3C reported water on the deck at #3A. Approval of Minutes

Mr. Cruson noted a correction needed to the minutes of July 21, 2011 on page 3 under the Ad Hoc Reserve Study report. The last paragraph should read: The Committee also discussed recommended adjustments in the interest rate and inflation rate to reflect expected long-term market conditions.

Hearing no further corrections, Mr. Rowe declared the July 21, 2011 regular board meeting minutes approved as corrected.

Ms. Sandelmann noted a correction needed in the August 18, 2011 minutes on page 2 under the Building Committee report. The second paragraph should read: 1221 AS #2A – the noise of running water was determined to be due to a running toilet. Repairs have been made and the problem has been resolved.

Hearing no further corrections, Mr. Rowe declared the August 18, 2011 regular board meeting minutes approved as corrected.

MEMBERS' FORUM

Duncan Carter commented that he is concerned about the expenses that would be involved should Project 46 and Project 47 decide to separate as individual Mutuals. If the Projects were to merge, Project 46 would pay \$4,000 to \$5,000 per door more to merge than it would pay by itself to go independently for the end of the current cycle of repairs. Members' Forum

SECRETARY'S REPORT – Ms. Dietschy

No report.

Secretary's Report

TREASURER'S REPORT – Mr. Cruson

Mr. Cruson reported the changes in the banking arrangements were completed in August.

Treasurer's
Report

Ms. Sandelmann was unclear as to an unknown line item in the expenses in August in the amount of \$3,000 for doors, windows and hardware. There was also an expense in the operating account in the amount of \$965 that is unknown. Mr. Donner will investigate these charges and report back to the Treasurer.

Through August 31, 2011, operating expenses in Project 46 were unfavorable to budget in the amount of \$2,304 and favorable to budget in reserves in the amount of \$12,856. Operating expenses in Project 47 were unfavorable to budget in the amount of \$12,595 and favorable to budget in reserves in the amount of \$58,470. Total fund balances show \$136,192 in Project 46 and \$1,117,086 in Project 47. A copy of Mr. Cruson's monthly Treasurer's Report is attached.

LANDSCAPE COMMITTEE – Mr. Rowe

Mr. Ormond reported Waraner Brothers will be performing tree work in October. The list of rehabilitation work for the in-house crew is being finalized. Some areas are the lower end of Entry 6 where the bishop pine has been removed; the left and right side of Entry 5 TG; and at the curve at Entry 3 TG/Entry 2 AS. Mulching will be postponed until spring when the ground is wet and more favorable to mulch installation. Valley Crest is catching up on various projects that have already been approved.

Landscape
Committee
Report

Safety factors at the curve will be addressed when asphalt work is scheduled. It is believed a pine at the mailbox at 3244 should be removed to provide better visibility. Valley Crest will be submitting a bid for this removal.

BUILDING COMMITTEE – Mr. Cunningham

1221 AS – flying insects were sprayed but had returned. It was determined that there was a leak in the grey water sewer system. It was repaired at a cost of \$800.

Building
Committee
Report

3352 TG #1A – leak in the deck above was determined to be a tile problem. Repairs are underway.

3606 TG #1A – rain leak has been resolved; it is an insurance matter. Mr. Friesen is following up on this issue.

Inspection of the trash enclosures revealed approximately \$16,100 in repairs needed due to the garbage bins hitting the enclosures when the bins are moved for emptying. The information has been submitted to the garbage company for compensation.

Mr. Cunningham reported that it is advisable that every household has a working carbon monoxide detector, especially those households with wood-burning fireplaces and/or garages.

In Project 46 there might be a problem with the contract for the rollup garage doors. It is unclear if B&C Garage Doors is responsible for painting of the trim moldings around the door. Further investigation is needed.

EMERGENCY PREPAREDNESS COMMITTEE

No report.

Emergency
Preparedness
Committee
Report

ALTERATIONS – Mr. Matthews

There are currently 7 alterations in progress and 15 have been completed.

Alterations

AD HOC RESERVE STUDY – Mr. Matthews

There were several changes to the reserve study report. Those will be forwarded to Roy Helsing as a revision to his report.

Ad Hoc
Reserve Study

OLD BUSINESS

The Board reviewed the final draft of Policy 49 (Inspections).

Old Business

Mr. Matthews moved to approve the final draft of Policy 49 (Inspections) and mail a copy to the membership for comment. Ms. Sandelmann seconded and the motion carried without dissent.

Approval of
Final Draft of
Policy 49
(Inspections)

NEW BUSINESS

None.

New Business

ANNOUNCEMENT

The next regular board meeting is scheduled for Thursday, October 20, 2011 at 2:00 p.m. in the Board Room in Gateway.

Announcement

ADJOURNMENT

With no further business, the meeting adjourned at 2:35 p.m.

Adjournment

/s/

Ellen Dietschy, Secretary
Fifth Walnut Creek Mutual