

MINUTES

WALNUT CREEK MUTUAL EIGHT REGULAR MEETING OF THE BOARD OF DIRECTORS TUESDAY, JANUARY 20, 2009 at 1:30 P.M. BOARD ROOM – GATEWAY COMPLEX

President Mary Jean Parton convened a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL EIGHT at 1:30 p.m. on Tuesday, January 20, 2009 in the Board Room in Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL

Present:	Mary Jean Parton	President	
	Mari Ventura	Vice President	<u>Attendance</u>
	Craig Miller	Treasurer	
	Robert Viator	Secretary	
	Robert Eisner	Director	

Staff was represented by Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief Financial Officer; Rich Perona, Landscape Manager; Bill Friesen, Building Maintenance Manager; and Dyann Paradise, Administrative Secretary.

President Parton welcomed the five residents who also attended the meeting.

APPROVAL OF MINUTES

Ms. Ventura moved to approve the minutes from the regular meeting held October 21, 2008 as presented. Mr. Eisner seconded and the motion carried without dissent.

Approval of
Minutes

PRESIDENT'S REPORT – Mary Jean Parton

President Parton commented that the Mutual is looking good in spite of the lack of rain this season. Currently there are three manors for sale, one of which is in escrow.

President's
Report

VICE PRESIDENT'S REPORT – Mari Ventura

Ms. Ventura offered her thanks to Mr. Perona for the rehabilitation of the pathways throughout the Mutual. The yearly in-house rehabilitation is scheduled for the next month or so, at which time resident requests will be considered.

Vice President's
Report

Ms. Ventura also thanked Jane Viator for her dedication in keeping the emergency information sheets current, and Bill Oliver and Marie Degnan for keeping the directory current.

SECRETARY'S REPORT – Bob Viator

No report.

Secretary's
Report

TREASURER'S REPORT – Craig Miller, Treasurer

Mr. Miller deferred to Mr. Chakoff's Financial Management Report later in the meeting.

Treasurer's
Report

EMERGENCY PREPAREDNESS COMMITTEE REPORT – Jane Viator

Ms. Viator reported she held a meeting with the emergency preparedness coordinators. A drill will be planned for March. The coordinators will be advised the night prior to the drill and will have a specific call-out time and gathering location.

Emergency
Preparedness
Committee
Report

As space is available in the laundry room at 8L5, emergency equipment, such as port-a-potties, shovels, first aid kits, etc., will be stored in a cabinet. Ms. Viator will provide a list of requirements to Mr. Friesen so that he can secure prices for a cabinet.

FINANCIAL REPORT – Rick Chakoff, CFO

Mr. Chakoff reported that the preliminary year-end report shows a slight deficit of \$1,481, which indicates a good financial report overall for the year. Fund balances are excellent and the Mutual is in good financial condition.

Financial Report

Mr. Chakoff explained the property taxes for the cooperative manors. The County Assessor has reassessed the property taxes, which will be reflected later in the year. Some residents, mostly those who have purchased a manor during the past few years, will receive a refund due to devaluation of property values. MOD will be implementing a new software program to assist in more closely estimating the property tax liability.

LANDSCAPE REPORT – Rich Perona

Mr. Perona reported on lawn, entry, and tree maintenance, as well as landscape rehabilitation. (A copy of Mr. Perona's landscape report dated January 20, 2009, is attached.)

Landscape
Report

Mr. Perona reported that throughout Rossmoor water consumption has dropped by twenty percent due primarily to installation of the satellite irrigation controllers. EBMUD is pleased with the water conservation efforts in Rossmoor.

Additional coyote brush will be removed and the first phase of tree pruning has begun. The Landscape Committee will be formulating a priority list.

Ms. Parton asked Mr. Friesen to check the drain pipe at the end of the building at 1122 Skycrest, as it frequently gets plugged or drains slowly. A resident reported a similar problem at 1300 Skycrest. Mr. Friesen will follow up.

BUILDING MAINTENANCE REPORT – Bill Friesen

Shirley Weil, 1108 Skycrest #1, asked for an inspection of the coils under her refrigerator, as the appliance is not running well. Mr. Friesen will follow up.

Building
Maintenance
Report

Mr. Friesen will investigate the architectural drawings for the Piedmont manors to determine which direction the structural beams run.

Mr. Viator asked if MOD has investigated the potential usage of electricity for electric-powered vehicles. Mr. Donner stated that MOD can estimate the potential usage and requirements for electrical upgrades.

Mr. Friesen reported that steel work is needed at 1208 and 1232 Skycrest.

Mr. Miller moved to approve the proposal from Dennis Nelson Welding in the amount of \$25,000 for five flights of steel stairs including handrails in the 1208 and 1232 Skycrest buildings. MOD will touch up the painting for a cost of no more than \$300. Ms. Ventura seconded, and the motion carried unanimously.

Approval for
Installation of
Five Steel
Staircases

Mr. Friesen presented a proposal from Toupin Construction for new flooring in laundry room 8L3 and a storage cabinet in 8L5.

Mr. Miller moved to approve the proposal from Toupin Construction for new tile and baseboards in laundry room 8L3 and installing a storage cabinet for 8L5 in the amount of \$3,770. Mr. Viator seconded, and the motion carried unanimously.

Approval for New
Flooring and
Storage Cabinet

Mr. Friesen reported several sections of concrete needing repair.

Mr. Viator moved to approve the expenditure of \$5,500 to Toupin Construction to repair two broken sections of concrete near laundry room 8L5 and one section behind 1296 Skycrest that also needs some grinding and a curb repair. Mr. Miller seconded, and the motion carried unanimously.

Approval for
Concrete Repairs

Mr. Friesen will provide an estimate of touch-up painting needed on the buildings, especially the south-facing ones.

Ms. Ventura requested a cost estimate for installing motion sensors for lighting in all the carport areas and trash enclosures. Mr. Friesen will follow up.

RESIDENTS' FORUM

Charliene Tallett, 1208 Skycrest #7, reported that laundry room machines in 8L4 are frequently broken down and not enough machines are available. Also, the door is often broken. Mr. Friesen stated he will run a maintenance history of that particular

Residents' Forum

laundry room. Many problems are due to resident misuse, such as overloading of the machines. Mr. Friesen stated he would notify the laundry room technician of the problems.

UNFINISHED BUSINESS

None

Unfinished
Business

NEW BUSINESS

President Parton recognized Stephanie Hayes, legal counsel with Hughes Gill Cochrane, and presented a proposed draft agreement for legal services. The Board will review the proposal.

New Business

Assistant Secretary Dyann Paradise announced that there will be one position available in this year's election to the Board of Directors. That position is currently held by Ms. Parton. An announcement will be placed in the *Rossmoor News* as a solicitation of candidates.

ADJOURNMENT

Having no further business, the meeting adjourned at 2:20 p.m. The next scheduled meeting is the Annual Meeting on Tuesday, May 5, 2009 at 9:30 a.m. in the Vista Room at Hillside Clubhouse.

Adjournment

Robert Viator, Secretary
Walnut Creek Mutual Eight

RV:dp