

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, August 12, 2022 AT 10:00 A.M. ZOOM

President Jean Autrey called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, August 12, 2022 at 10:00 a.m. via Zoom.

PRESENT: Jean Autrey, President, District 1
John Moe, 1st Vice, President, District 3
Peggy Kaiser, 2nd Vice President, District 5
Pat Donahue, Treasurer, District 4
Elizabeth Copley, Secretary, District 2

EXCUSED: None

Staff was represented by Anne Paone, Administrative Secretary.

Ms. Autrey welcomed 11 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

None

RESIDENTS' FORUM

Resident Forum was held, but there were no questions or comments.

UNFINISHED BUSINESS

1. Policy 20.0-BBQs

Ms. Autrey, moved to approve sending this policy to members for comments. Ms. Donahue seconded and the motion carried 3-2.

Voice Vote: Autrey-y, Moe-y, Kaiser-n, Donahue-y, Copley-n

The Solar Policy, Smoking Policy and the BBQ Policy should be mailed to members for comments.

NEW BUSINESS

1. Proposed Purchase of \$150 Zoom License for Budget & Finance Committee
– Discussion/Motion
No motion – No purchase.
2. Proposed Notice to be Sent Upon the Death of a member – Discussion
Board discussed approving the form for Member Records to hand out. It was decided that Ms. Autrey will send it to the attorney for review. Tabled to next meeting.
3. Article to clarify Mutual involvement in Solar – Discuss/approval to send to Rossmoor News.
Ms. Autrey moved to send the article to the News with the change of removing the Board as the speaker of the article and can add Ms. Donahue's name. Ms. Donahue seconded and the motion carried 4-1.

Voice Vote: Autrey-y, Moe-n, Kaiser-n, Donahue-y, Copley-n

4. Revisit 2 Meetings Per Month
Mr. Moe moved to return to on Board meeting per month. No second. Motion failed.
 5. Electrical Billing Rates – Discussion
Ms. Kaiser reported that currently the charge is \$5 for golf carts and \$20 for EV Charging. She asked if the Board is in favor of raising the rates. The Board will send their comments to Ms. Kaiser.
 6. How to “Notice” Registered Golf Cart Owners – Discussion
Ms. Kaiser reported that some of those that are registered are not paying. Ms. Autrey reported that Lisa Kam is implementing a process.
 7. Safety Office Provide Hand Out to Residents Registering a Cart – Discussion
Ms. Autrey reported that Lisa Kam is coordinating with the Safety Office. Ms. Autrey will ask Mr. Donner and Ms. Kam to give an update at the next Board meeting.
 8. Policy 3.0 – Improve Wording re Electrical Fees – Discussion
Ms. Kaiser reported that the policy is not clear. She will mark up changes and present them to the Board once done.
 9. Drought Car Washing – Are Residents Aware – Discussion
Ms. Autrey stated that residents should be reminded that we are in a drought. Do not wash their cars in FWCM.
 10. Security Items, Criteria for Adding Additional Lights – Discussion
Ms. Kaiser reported that a resident asked for extra lights near their sidewalk. Ms. Autrey said this should be brought up when the Board is discussing the budget.
 11. Policy 1.0 Alterations – Add Requirements During Alterations – Discuss
Ms. Autrey asked the Board to look at the policy. Some things should be changed. Ms. Autrey and Ms. Kaiser will review the policy.
 12. 10-Year planning Committee Recommendations – Discussion
 Create Board of Director Job Description
 Ms. Autrey moved that the Board create a Board Director job description. Motion failed for lack-of-second.
 Create an Education Process for Board
 Ms. Autrey moved to create an educational process for Board Directors. Motion withdrawn. Ms. England’s committee has been charged with listing/creating a process.
 Join CAI
 Ms. England reported it is approximately \$350 for a Board of at least 3 Directors to join CAI. (California Association Institute) *Ms. Copley moved to approve a membership for one year. Ms. Kaiser seconded. The motion carried 3-2.*
- Voice Vote: Autrey-y, Moe-n, Kaiser-y, Donahue-n, Copley-y
- Enlarge Board by Expanding to 9 Districts and 9 Directors
 Ms. Autrey stated that the committee needs to get the costs to do this.
 - Charter & Create a FWCM Standing Governance Committee
 No motion.
 - Appoint Mutual officers with Authority to issue Violation Notices
 Ms. England suggested that the Board pay an employee to do enforcement. The Board agreed they do not want to pay for someone at this time.
13. New Buyer Meeting, provide more guidance during this meeting
 Ms. Kaiser would like to see people coming into the Mutual receiving more education. Remind them of things to review, etc. Ms. Autrey stated it would be helpful to have a list. If directors attend the new buyer’s meeting, send her a list of what you would include.
 14. Annual Disclosure Booklet, consider info to include
 Ms. Autrey stated that the Board needs to spend time looking at the booklet to review what is included. Ms. Kaiser and Ms. Donahue will do it.

15. Filling Committee Vacancies

Ms. Autrey stated that they need ideas to encourage people to volunteer. Ms. Copley will run an article in the News. The Board needs help.

16. Allow PODs in Carports – Discuss

Mr. Moe reported this is a moot point as the POD will not fit in the carport.

17. Allow Conversion to Carports to Garages – Discussion

Mr. Moe thinks the Board should investigate this matter. Ms. Autrey stated that Mr. Moe can research and report back to the Board.

18. Water Work Group Proposal

Ms. England asked the Board to sponsor a water conservation campaign for the Mutual. The Water Work Group can get posters, do articles, and get dye for toilets. Ms. Copley will work with the group. Ms. England said it would be \$800 for the mailers. The major water savings would be in landscape. Ms. Autrey is getting a plan from landscape on how they would reduce water usage by 15%.

19. Laundry Room Bench Replacements

Ms. Autrey reported it costs \$1,000 for a 4 ft. bench and \$1,500 for a 6 ft. bench for replacement. Fifty-three laundry rooms have benches outside of them. They can be replaced as requested. Ms. Autrey received a request. This bench is unsafe. Ms. Copley said they should be replaced as requested.

ANNOUNCEMENTS

Ms. Autrey noted the next meeting will be on August 26, 2022 at 10:00 a.m. via Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:50 a.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual