

MINUTES

FIRST WALNUT CREEK MUTUAL BOARD OF DIRECTORS REGULAR MEETING

Friday, April 14, 2023 at 10:00 a.m.

Event Center – Donner Room

CALL TO ORDER

President England called to the meeting to order at 10:01 a.m.

BOARD MEMBERS PRESENT

Mary England, President, District 5
John Moe, 2nd Vice President, District 3
Jean Autrey, Treasurer, District 1
Elizabeth Copley, Secretary, District 2

MEMBERS ABSENT

Pat Donahue, 1st Vice President, District 4 - Excused

OTHERS PRESENT

Anne Paone, Assistant Secretary
Victoria Thomas, Board Services Coordinator

A. CONSENT CALENDAR

The Consent Calendar consisted of:

March 24 2023 Board of Directors Regular Meeting Minutes
March 24, 2023 Board of Directors Executive Session Meeting Minutes
Certify Boards compliance with Civil Code 5500

*Motion made by Autrey to approve the Consent Calendar as posted. Seconded by Copley.
Approved by unanimous vote. (4-0)*

B. MEMEBERS' FORUM

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. Comments included: contractor violations, an increase of \$155 in their coupon, and a neighbor's flood lights that were installed. The Board said that the flood light topic should be in an Executive Session meeting and asked the Member to email the Board with the information.

C. UNFINISHED BUSINESS

1. Select Proposal for Inspector of Elections

It was announced that there will be a vacancy on the Board in October. Paone reported that Davis-Stirling requires an election by ballot be conducted if one hasn't been done in three years. Because the FWCM has had a ballot election within the required three years, the Mutual can conduct an election via acclamation. The election will require an Inspector of Elections to conduct the vote. Autrey reported that she received three bids from Inspector of Election companies and proposed to use Bellwether Election Solutions at a cost of \$3,700, which was the lesser of the three bids. It was asked what the cost has been with past elections. Autrey stated that \$10,573 was paid for the last election and that was for two positions.

Motion was made by Autrey to approve and accept the proposal by Bellwether Election Solutions. Seconded by Copley. Approved by unanimous vote. (4-0)

2. EVCS Policy

England reported that there have been past discussions on necessary revisions that need to be implemented to the 2014 policy. She suggested the Mutual's attorney review the policy to ensure for accuracy.

Autrey stated that past discussions determined it was necessary to hire an electrical engineer to inspect the charging stations. It was suggested that no changes be made. England proposed the Capital Projects Committee add this as a Special Project and do an RFP.

It was asked what the motion was on this topic at the previous meeting. Paone read the motion. "Motion made to develop an RFP to engage an energy professional in assessing Rossmoor's energy and capacity requirement".

Autrey said electric vehicle owners should not expect the charging station installation to be free or cheap. The Mutual has no charging stations (other than those installed with permits by individuals.) GRF has charging stations in 3 locations in Rossmoor and Walnut Creek also has charging stations.

Young Chung attended the meeting and gave a report on Policy 26.0 Electric Vehicle Charging Stations and Policy 3.0 Parking Policy.

After discussion, the topic was deferred.

3. Parking Policy

Topic was deferred.

D. NEW BUSINESS

1. Removal of EVCS Pursuant to Policy Not Adopted

Autrey reported that a resident installed a charging station at their manor, which the MOD approved, under the new policy. The new policy had not yet been adopted. Autrey asked the Board to approve the removal of the charging station at the MOD's expense.

Copley responded that this is not a past practice. Copley suggested to forgive the error to remain consistent with other installations that happened in the past that were incorrectly approved by MOD. Thereby, making practice consistent.

Autrey suggested that all installations should be reviewed to ensure for consistency.

Copley asked if the City of Walnut Creek is involved with the necessary permits. Chung replied that the City is involved and has an electrical engineer review permits.

Motion made by Autrey to remove the one charging station that was installed in error. There was no second. Motion did not pass.

2. Review and Approval of Termination Checklist

Autrey reported that the Board had the attorney create a checklist for membership terminations for the Board's information and for the attorney to use.

Motion made by Copley to approve the Membership Termination Checklist. Seconded by England. Approved by unanimous vote. (4-0)

3. Discussion: How to handle contractors who consistently violate MOD alteration policies
Autrey reported that when contractors are in violation the Alterations Department at MOD is notified. Board Members are not made aware of violations occurring. Copley proposed that a new policy be created or a standard rule be implemented that if a contractor makes three violations they need to appear before the Board to address the reasons for the violations, and then if needed, be banned from working in Rossmoor. The Board will ask Paul Donner to assist with the communication process between Board Members and the Alterations Department.
4. Does FWCM need a Generator Policy
Copley said a policy needs to be created that will allow residents to use generators within the Mutual. England said other Mutuals have a policy for this. She will contact them and ask for a copy of their policy to see the language used.
5. Does FWCM need a Policy to Prohibit Certain Balcony Enclosures
Autrey reported that legal counsel suggested the Board consider prohibiting certain types of balconies as they may impede on a neighbor's space. She asked if a policy needs to be created for impeding on non-common areas.

Autrey reminded the Board that they have final approval on alterations. Adding that it would be beneficial to the Board if residents with experience in these matters were on the Architectural Control Committee.

6. Nominate and Appoint FWCM Board Liaison to Ad-Hoc Social Engagement Committee
Topic was deferred.
7. Announce Process to Select New Director for District 3: Article, Interview Candidates, Board Selection
England reported that the process is explained in the Mutual's Bylaws to allow for the replacement of an Officer if one is removed or resigns. The process is open to the residents. The process is to place an announcement article in the Rossmoor newspaper, candidates give their statements to the Board Coordinator, interviews will commence, and the Board would use the approved method for selecting the candidate.

E. ANNOUNCEMENTS

Moe announced that he is in the process of selling his home. Once the escrow closes, he will no longer be a Board Member for FWCM. The Board thanked him for his years of service on the Board. A Member will need to be appointed to fill the vacancy on the Board. Moe's term on the Board expires in October.

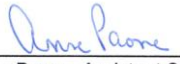
England announced that the next Board of Directors meeting is scheduled for April 28th at 10:00 a.m. at the Event Center in the Donner Room.

F. ADJOURNMENT

Having no further business, the meeting adjourned at 11:25 a.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes.


Anne Paone, Assistant Secretary
First Walnut Creek Mutual