

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, JULY 24, 2020 AT 10:00 A.M. ZOOM MEETING

President Gerald Priebat called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, July 24, 2020 at 10:00 a.m. (Zoom Meeting)

PRESENT: Gerald Priebat, President, District 2
Tom Hansen, 1st Vice President, District 1
John Moe, 2nd Vice President, District 3
Pat Donahue, Treasurer, District 4
Peggy Kaiser, Secretary, District 5

EXCUSED: None

Staff was represented by Paul Donner, Mutual Operations Director; Rick Chakoff, Chief Financial Officer; Doug Hughs, Building Maintenance Manager; Rebecca Pollon, Landscape Manager, and Anne Paone, Administrative Secretary.

Mr. Priebat welcomed the 12 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – June 26, 2020
Executive Session Minutes – June 17 and June 26, 2020
Review of financials per #5500 (Dec 2019-June 2020)

Ms. Donahue moved to approve the consent calendar as presented. Mr. Priebat seconded and the motion carried without dissent.

Ms. Donahue reported that she and Ms. Kaiser will review the financials in the future.

RESIDENTS' FORUM

A resident asked for clarification of items in laundry rooms. Will be discussed later in the agenda.

Resident asked about the gas valve safety email to the Board. It recommended testing and checking valves by PG&E

LANDSCAPE REPORT

Ms. Pollon reported that she will have proposals for next month's meeting. Work on Rockledge 1541 and 1549, E9 will start next week.

Landscaping is doing smaller projects. They will start plant removal and will assess the area for planting in the Fall. Tree removals are going on. Monterey Pines are in the worse condition. The tree removal budget will be slim, so they will only remove trees in the future if really needed.

Landscape Committee

Landscape Committee Chair, Sandra Crinnion, reported they had a training session about 6 weeks ago in the park. Rebecca and Curtis presented the workings of the landscape department and how the committee should best interact with them.

Mr. Moe asked is there is a list for landscape requests. Ms. Pollon reported there is a list. The 2020 requests will be done in 2021. She will send Mr. Moe the list. They will try to do plant replacements in the Fall.

TREASURER'S REPORT

Ms. Donahue reported the Mutual is on budget. Building Maintenance, Custodia, and Professional Fees are down a bit. There has been a decrease in timely coupon payments, but others will be followed more aggressively.

Mr. Chakoff reported the financials look fine.

Mr. Donner reported that the budget preparation process will be starting. Insurance and Utilities will go up. All else should remain the same.

Mr. Chakoff asked Tess Haskett to give some recommendations to the Board for the new CD program.

BUDGET & FINANCE COMMITTEE

Ms. Autrey reported there will be a meeting on August 19th via ZOOM.

MUTUAL OPERATIONS REPORT

Mr. Donner reported that S.I.P. is still in effect. Buildings are closed to foot traffic, but services are fully being performed. Drop boxes have been placed outside of Alterations and the reception area. The recycle center is full open. There is a new phone system for 988-7600. It is fully automated. When you call, you will be taken through prompts to get to the correct department or person.

Mr. Hughs read his report as follows:

First Walnut Creek Mutual – Board Meeting –July 24, 2020

ROOFING- Frank Fiala Roofing has completed all eight of the building roofs. They have only to do the carport roof that was damaged by a tree located in entry 3 Fairlawn Court. This work is scheduled for September.

CARPENTRY/PAINT WORK- We have completed the carpentry and painting on 20 buildings so far. Painters are currently working on the four San Franciscan buildings in entry 4 Pine Knoll Drive. Carpenters are currently working on 2841 and 2817 Golden Rain Road, entry 20.

RECYCLE/COMPOSTING

Mr. Moe reported that based on his weekly checks, recycling is not going very well. He is at a loss as to what to do now to help residents. They are not sorting correctly.

Mr. Donner reported that the Mutual gets billed for MOD doing pick-ups regarding trash dumping.

Mr. Moe reported that the laundry room pilot program is doing well. The collection area is under the folding table. People get rid of batteries, paint, propane tanks, etc.

Mr. Donner reminded everyone that they can call Rapid Recycle for a pick-up. He advised the Board that they need to be careful about storing these items in the laundry room.

Mr. Priebat stated that the Board will think about it and make a decision in the August meeting regarding this program.

PRESIDENT'S REPORT

No report. Forum is next Monday.

ORIENTATION – Gerald Priebat

On hold due to shelter-in-place.

UNFINISHED BUSINESS

Mr. Priebat reported that Mr. Moe sent a draft to the Board with suggested changes to the Trash Policy #18.

Ms. Kaiser would like to send out any changes with other policies that the Board reviews and that warrant changes. There may be more that need to be revised.

Mr. Moe believes that the MovingIn/MovingOut policy, BBQ policy and the Balcony policy all need some revisions.

Mr. Priebat asked that these be added to the August meeting agenda.

Mr. Priebat asked Tom Hansen to discontinue his pilot program. Mr. Hansen said he will remove everything by the end-of-the-day.

Mr. Donner reported that the gas valve program was started during the shut-down. The techs were trained by PG&E to test the valves to make sure they can turn. MOD can provide this service for \$5,000. PG&E would rather do it themselves, but difficult to get them to do so. In an emergency, call PG&E.

Ms. Kaiser would like any liability issues addressed.

Mr. Priebat moved to allow trained, authorized MOD staff to test the gas valves for \$5,000. Ms. Donahue seconded. The motion carried 3-2. (Moe and Kaiser)

NEW BUSINESS

Items tabled to August meeting.

ANNOUNCEMENTS

The next regular Board meeting: Friday, August 28, 2020 at 10:00 a.m. (ZOOM Meeting)

ADJOURNMENT

Having no further business, the meeting adjourned at 11:10 a.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual

***The Board of Directors met in executive session on June 17, 2020 at 2:00 p.m. to discuss the following:

1. Legal: Discussion re: settlement – Not accepted, move forward

Having no further business, the executive session adjourned at 3:10 p.m.

***The Board of Directors met in executive session on June 26, 2020 at 11:34 a.m. to discuss the following:

1. Legal: Contract-inspector of Elections-Approved

Having no further business, the executive session adjourned at 11:41 a.m.