

## **BOARD OF DIRECTORS REGULAR MEETING**

**Friday, June 9, 2023 at 10:00 a.m.**

**Event Center – Donner Room  
1021 Stanley Dollar Drive, Walnut Creek, CA 94595**

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### **MINUTES**

#### **CALL TO ORDER**

President England called to the meeting to order at 10:02 a.m.

#### **BOARD MEMBERS PRESENT**

Mary A. England, President, District 5  
Pat Donahue, 1<sup>st</sup> Vice President, District 4  
Jean Autrey, Treasurer, District 1  
Elizabeth Copley, Secretary, District 2 – Via Teleconference

#### **OTHERS PRESENT**

Paul Donner, Mutual Operations Director  
Dave Peakes, Building Maintenance Manager  
Anne Paone, Board Services Coordinator  
Linda Schoeffner, Board Services Coordinator

#### **A. ROLL CALL**

Roll call was taken by Paone.

#### **Directors Absent:**

Barry Hirsch, 2<sup>nd</sup> Vice President, District 3

#### **B. CONSENT CALENDAR**

The Consent Calendar consisted of:

- a. Board of Directors Regular Meeting Minutes – May 26, 2023
- b. Board of Directors Executive Session Meeting Minutes – May 26, 2023
- c. Motion for Compliance of Civil Code §5500 for January–March Financial Reports

The Board of Directors Regular Meeting Minutes for May 26, 2023 were deferred to the June 23, 2023 Board of Directors Meeting agenda to allow revisions to be made.

*Motion made by Autrey, seconded by England, to approve the Board of Directors Executive Session Meeting Minutes for May 26, 2023. Approved by unanimous vote. (4-0)*

#### **C. MEMEBERS' FORUM**

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. There were no comments.

#### **D. PRESIDENTS REPORT**

England reported that there was a near fire in one of the residences. Fortunately, neighbors heard the smoke alarm and called the fire department. The near fire was due to a pot being left on the stove while turned on and the member had left their home forgetting the stove was on. England suggested that when cooking set a timer to prevent an accident occurring when cooking.

**E. UNFINISHED BUSINESS**

1. Proposed Collection Policy  
Topic was deferred until further notice.

**F. NEW BUSINESS**

1. Solar Tubes – Increase Number Allowed from 3 to 4  
Autrey reported that MOD currently restricts the number of solar tubes to three per manor. Second Walnut Creek Mutual recently increased their number of solar tubes to four.

Autrey proposed First Walnut Creek Mutual increase the number of solar tubes to four per manor.

Copley proposed to defer this topic for the next Board of Directors meeting to allow Dave Peakes or Bill Parsons to advise as to any structural issues that could be associated with allowing extra solar tubes.

2. Roofing on an Altered/Added Roofs (possible policy change)  
Autrey reported the Mutual is spending \$70,000 a year to roof altered roofs. The current Alterations Policy allows for this. Autrey proposed the policy be changed to require the members to pay for roof alterations.

Autrey proposed to defer this topic for the next Board of Directors meeting to allow Dave Peakes report on.

**G. ANNOUNCEMENTS**

Copley announced that her manor will be sold approximately on June 28, 2023, wherein she will resign from her position on the Board of Directors. Her last meeting will be June 23, 2023.

England announced the next scheduled meeting will be held on Friday, June 23, 2023 at 10:00a.m. at the Event Center in the Donner Room.

**H. ADJOURNMENT**

Having no further business, the meeting adjourned at 10:12 a.m.

**Secretary's Certificate**

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

*Victoria Thomas*

Board Services Coordinator