

# MINUTES

## FIRST WALNUT CREEK MUTUAL BOARD OF DIRECTORS REGULAR MEETING

Friday, May 12, 2023 at 10:00 a.m.

Event Center – Donner Room

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### **CALL TO ORDER**

President England called to the meeting to order at 10:01 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  
Vacant, 2<sup>nd</sup> Vice President, District 3

### **OTHERS PRESENT**

Paul Donner, Mutual Operations Director  
Dave Peakes, Building Maintenance Manager  
Anne Paone, Assistant Secretary  
Victoria Thomas, Board Services Coordinator

England moved topic Fa Appointment to vacancy on the FWCM Board to the top of the agenda. 2<sup>nd</sup> Vice President position on the Board became vacant. This position has an expiring term of October 2023.

*Motion made by England to appoint Barry Hirsch to the FWCM Board of Directors, seconded by Copley. Approved by unanimous vote. (4-0)*

*Motion made by England to appoint Barry Hirsch as the 2<sup>nd</sup> Vice President on FWCM Board of Directors, seconded by Donahue. Approved by unanimous vote. (4-0)*

Hirsch took his seat at the Board of Directors table as the 2<sup>nd</sup> Vice President on FWCM Board of Directors.

### **A. ROLL CALL**

Roll call was taken by Thomas.

### **B. CONSENT CALENDAR**

The Consent Calendar consisted of:

- a. Board of Directors Regular Meeting Minutes – April 28, 2023
- b. Board of Directors Executive Session Meeting Minutes – April 28, 2023
- c. Porter & Lasiewicz, CPA's Auditor Letter

*Motion made by Donahue to approve the Consent Calendar as posted. Seconded by Copley. Approved by unanimous vote. (5-0)*

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

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. Comments included: workers working overtime and Securitas slow response time to requests.

**D. PRESIDENTS REPORT**

Nothing to report.

**E. UNFINISHED BUSINESS**

1. EVCS Policy

England reported on comments she had received from residents regarding electrical vehicle charging stations. She stated each comment and made a response to each comment.

Residents have questioned why exceptions are being given regarding installations of charging stations. England reported that Board Members have publicly apologized for the error numerous times.

Residents asked if the revised policy was reviewed by legal counsel. England reported that all draft policies, Bylaws, etc. are reviewed by legal counsel.

Residents stated that standards should apply to all charging stations installations based on policy. It has been determined that there are nine alternative installations over a 9 year span showing inconsistencies.

Residents asked if the Board is being inconsistent if exceptions are allowed. England replied yes. Adding that the Mutual does not have enough resources to enforce the policy by tagging residents violating the policy.

England stressed that safety is the most important factor when it comes to using electrical vehicle charging stations, which is why the policy is being revised.

Limiting charging to 8 amps. The Capital Projects Committee says that Level 1 charging stations should be 8 amps.

Donahue added that the Board strives for consistency when following rules and procedures.

2. Solar Policy revisions without “owner” language

England reported that legal counsel reviewed the policy and said that “owners” should be replaced to “members”.

Autrey said that the change is not significant enough to spend the monies to have members review the document and to table it until there are more policies to send to residents to review.

3. Storm Damage Summary & Report from MOD

Donner reported that Brightview and MOD unplugged the drains after the first heavy storm. Donner added that the financials for January to March will be completed soon and will show the costs incurred from the storm damage.

**F. NEW BUSINESS**

1. Project Proposal for Fire Mitigation from MOD

2. Install Carport Sprinklers G-IIs

3. Install Fireblocks in Attics

4. Install Fireblocks in Attics

The four topics were combined in the conversation.

England reported on the anticipated insurance challenges that the Mutual faces if fire prevention projects are not implemented.

Donner suggested projects that could be done to assist with the insurance challenges: install carport fire sprinkles on G-11 building structures, place fire blocks in attics, and place fire blocks between decks. He added that installing fire blocks between decks costs can be absorbed under regular preventative maintenance, and that project could begin now should the Board approve. Installing fire blocks in the attics would need to be in cooler months November – February. Peakes stated that installing the fire blocks is an 8 year project. Donner will provide the Board with cost estimates for the time and material.

Autrey proposed that an outside building inspector should be considered before any work begins. Autrey will research building inspectors and report back to the Board with her findings.

5. Conduct Carport Cleanup Checkup

England stated that carports need to be cleaned up. It was suggested that an inspector be hired to walk the Mutual and report back to the Board its findings. Peakes will reach out to the inspector used in the past and report back to the Board his availability and cost estimate.

Thomas has the past inspector's report and will email it to the Board and Staff.

6. Recruit Volunteers for M 1 Capital Projects Committee

England reported that the Chairperson for the Capital Projects Committee has requested the Board recruit more volunteers to be on the Committee. There are three areas the Committee reviews: energy, which includes electrical conversion, electrical capacity, and electrical projection, water delivery, and building and common grounds.

7. Appoint Tom Hand as Assistant Treasurer for FWCM Board

*Motion made by England to appoint Tom Hand as Assistant Treasurer on FWCM Board of Directors, seconded by Autrey. Approved by unanimous vote. (5-0)*

**G. ANNOUNCEMENTS**

Copley announced that she is moving and will be selling her home. She anticipates the home to sell in July. Once her home is sold, she will no longer be a Board Member.

**H. ADJOURNMENT**

Having no further business, the meeting adjourned at 10:40 a.m.

**Secretary's Certificate**

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