

MINUTES

SECOND WALNUT CREEK MUTUAL
52nd SWCM Annual Meeting of the Members
Tuesday, October 17, 2023
9:30 a.m. Fireside Room on ZOOM and In Person

President Clay Dunning called to order the Fifty-Second Second Walnut Creek Mutual Annual Meeting to order at 9:31 a.m. on Tuesday, October 17, 2023, via Zoom and in person at the Fireside Room/Gateway.

1. **ROLL CALL**

- a. Present: President Clay Dunning, Vice President Michael Stotter (ZOOM), Treasurer Liz Bradner, Director Loran Shlevin and Secretary Marv Ryken
- b. Absent: None
- c. Mutual Operations staff: Director of Mutual Operations Jeroen Wright, Assistant Secretary Linda Schoeffner, Landscape Manager John Tawaststjerna, Maintenance Supervisor Eric Howard, and Bud Baxter, Budget Manager.

2. **INTRODUCTIONS**

- a. The Board of Directors were introduced.
- b. The Mutual Operation Staff were introduced.

3. **CERTIFICATION OF NOTICE OF MEETING** – Assistant Secretary Linda Schoeffner documented the notice of this meeting.

4. **PRESIDENT’S REPORT** – President Dunning welcomed all members and expressed the fact that insurance costs is the big driver in next year’s budget. He also stated that although rentals in Rossmoor was thought to become a problem, there were only thirty-four rentals in 2023 for a total of only 2.5% of the manors.

5. **MOD REPORTS**

- a. Annual Maintenance Report – Eric Howard summarized the work done during 2023: building rehab work, trash enclosure enlargement, storm tree damage repair, replaced bridge and handrails, completed fire breaks on all G-11 style buildings, replaced or in progress on seven roof replacements, 34% completed by end of year on replacing water-cooled air conditioners with conventional air conditioners, continued work on walk-ways and roads, replaced drainage ditches on slopes, work to restore manor damaged by fire, and ground water drains and sump pump for problem at 1300 Canyonwood. Next year’s plans are to replace the galvanized water pipes in manors. There are forty out of 236 buildings that require this replacement.
- b. Annual Landscape Report - John Tawaststjerna said that Terra was currently seeding the lawns, the next effort will be to clear the gutters of leaves, and plant replacement will start soon with one hundred plus requests.

6. **BUDGET PRESENTATION FOR 2024** – Jeroen Wright reviewed the proposed 2024 Budget.

7. **INSURANCE PRESENTATION** – Ken Johnson, Gallagher Insurance (not in attendance, no report given)
8. **ROSSMOOR FUND** – Claire Wolfe (not in attendance, no report given)
9. **COMMITTEE REPORTS**
 - a. **LANDSCAPE COMMITTEE PRESENTATION** – Neva Flaherty stated that the Committee had designated twelve areas to be converted from grass to mulch and the four largest ones were in progress. They had made plans and were coordinating the plans with members. They were currently finding 3 to 4 contractors to bid on the conversions. Plant replacements will start in December.
 - b. **TRASH COMMITTEE PRESENTATION** – (Chairperson Kathleen Epperson) (not in attendance, no report given)
 - c. **WATER COMMITTEE PRESENTATION** – (report by Therese Welter and Ann Stanwood co-chairs) The Committee was started in 2021 to understand the water bills and find out why they were so much higher as compared to other mutuals. EBMUD helped the Committee examine the bills on each of the SWCM 11 meters and soon it was determined that the high-water usage was due to the water-cooled air conditioners. The Committee assisted in getting the contract to convert the water-cooled air conditioners to conventional air conditioners with a pay-back in 5 years. Today with approximately 33% of the air conditioners converted, the water usage decreased by 27% as compared to 2022 and the cost decreased by 17%. The difference is due to an 8% rate increase by EBMUD that started July 1, 2023. The Committee is currently working on a special EBMUD rebate program for the water-cooled air conditioner replacement program.
10. **RESIDENTS' FORUM**
 - a. Thanked all volunteers on all committees for doing a great job this year.
 - b. Concern over email notices
 - c. Concern over 1300 Canyonwood and how ground water affects the foundation.
 - d. Concern over requested financial information from MOD and have not gotten any information.
 - e. Notice of Echo meeting on 11/25/2023 to present information on Budgeting and Reserves.
 - f. Would like to thank those that got the laundry rooms cleaned up and got rid of old magazines and unwanted furniture.
 - g. Member reported problem with circuit breaker, made noise and then opened and had to be replaced. Suggested preventative maintenance. Secretary Ryken commented that the breakers do not have a set lifetime so just replacing them periodically does not make sense. If you place your hand on the breakers and if any one of the breakers seems warm, then it must be replaced. Always remember in case of smoke, after calling 911 turn off the breakers.
11. **ELECTION RESULTS** – Deanna Liebert, Inspector of Elections, provided the following single Director position for a three (3) year term, election results: 785 total ballots received out of 1387 possible, forty-five were invalid (44 with no signature and one duplicate), for a total of 740 valid ballots. The count was 430 for Jeanne Steidel, and 309 for Clay Dunning. Jeanne Steidel was elected to the Board.

12. **APPOINTMENT** – Director Ryken made a motion that Linda Schoeffner be appointed Chair Pro Tem to conduct the Organizational Meeting. Seconded by Director Shlevin and passed unanimously.
13. **ANNOUNCEMENTS**
November SWCM Board Meeting: Thursday, November 16, 2023, 10:00 a.m. Peacock Hall, In Person and on Zoom.
14. **ADJOURNMENT** – The President adjourned the meeting at 10:40 a.m. to proceed to the Organizational Meeting.

Submitted by Marv Ryken

Linda Schoeffner

Linda Schoeffner, Assistant Secretary
Second Walnut Creek Mutual