

## MINUTES

WALNUT CREEK MUTUAL NO. TWENTY-NINE  
ANNUAL MEMBERS MEETING  
MONDAY, MARCH 17, 2014 AT 9:30 A.M.  
MULTI-PURPOSE ROOM #3, GATEWAY COMPLEX

President Beth Gannon convened the Annual Members Meeting of WALNUT CREEK MUTUAL NO. TWENTY-NINE on Monday, March 17, 2014 at 9:30 a.m. in Multi-Purpose Room #3, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

### ROLL CALL:

#### Attendance

PRESENT:	Beth Gannon	President
	Roger Wilcox	Vice President
	Toba Simon	Secretary
	Jim Bombardier	Treasurer
	Bill Chauncey	Director

Representing Mutual Operations were Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rich Perona, Landscape Maintenance Manager; and Sharon Fees, Board Services Coordinator.

Twenty-seven additional Mutual members were present.

#### Approval of Minutes

### APPROVAL OF MINUTES

At President Gannon's recommendation,

Jim Bombardier moved to approve the Minutes of the December 16, 2013 Quarterly Meeting as written and reviewed. Bill Chauncey seconded, and the motion carried without dissent.

### AUDIENCE INTRODUCTIONS

#### Audience Introductions

Beth Gannon asked audience members to introduce themselves to the assembled group.

### PRESIDENT'S REPORT -- Beth Gannon

#### President's Report

Units: There was one recent sale and there are currently four rentals and four others that are on the market for sale.

Overdue Payments: Gannon reminded that audience that when members fall behind in their monthly coupon payment, they are first advised by the accounting department and later, if the arrears continue to accumulate, the board places a lien on the property as is their fiduciary responsibility to the entire Mutual.

Securitas Statistics: Gannon reviewed incident report statistics with the assembled group. She specifically pointed out the high number of house fires and falls.

Emergency Flyer and Water Conservation Tips: These items were distributed to the membership.

Community Volunteers: Gannon thanked those who continue to volunteer their services to the Mutual and encouraged others, who are able, to volunteer in various capacities for the Mutual.

Neighbors who have moved away: Gannon listed several members who have either moved away or passed away over the last three months.

ANNOUNCEMENT OF ELECTION RESULTS – Lynn Guy

Announcement of  
Election Results

Lynn Guy read the Notice of Meeting and announced the election results. Barbara Crane was seated as a new member of the board by acclamation.

Beth Gannon thanked Roger Wilcox for filling in the vacated position over the last four months.

FINANCIAL REPORT – Jim Bombardier, Treasurer

Financial Report

Jim Bombardier reported that the Social Account currently has \$1,250.76. Paul Donner reported that the Mutual has \$39,099 in the operating fund and \$145,243 in the reserve fund. The Mutual is running \$4,345 better than budget. Mutual 29 is on target in keeping with the 2014 budget.

EMERGENCY PREPAREDNESS – This leadership position is currently vacant.

Emergency  
Preparedness  
Report

Beth Gannon asked for a volunteer to run the Emergency Preparedness Committee.

Ron Odrejke is the coordinator for the emergency communications system for Mutual 29.

Ondrejke reported that the Mutual has a cache of supplies to be used by Mutual residents in case an emergency occurs.

BUILDING MAINTENANCE REPORT – Roger Wilcox, Chairman

Building  
Maintenance  
Report

Roger Wilcox reported that \$22,850 had been budgeted for building maintenance repairs for 2013 (operating). Building maintenance repairs for 2013 came in about \$2,000 over budget. Cost overruns were in gutter cleaning, plumbing, and carpentry. The 2014 operating budget is set for \$19,175. Over the three-year period of 2011 – 2013 the Mutual actually ended up under budget in operating for building maintenance repairs. \$97,000 had been planned for in building maintenance reserves for 2014.

Rick West reported on the following:

MOD has inspected the southerly most 38 units and has determined that since the paint is in good shape, painting for these units will be postponed and the need will be re-assessed next year.

MOD carpentry rehabilitation will continue this year as needed as part of preventative maintenance.

One “No Smoking” sign was installed at the entry. This work was completed on January 29.

Gutter cleaning is scheduled to start in March by All Clear. This was budgeted for \$5,500

and the cost will be \$4,700. The authorization was presented for signature.

Smoke Detector inspection is scheduled to take place in March by All Clear. This was budgeted for \$2,200 and the cost will be \$2,120. The authorization was presented for signature.

LANDSCAPE REPORT – Sandra Chauncey, Landscape Committee Chairperson

Landscape  
Report

Landscape Manager Rich Perona reported on the following:

All turf areas were recently fertilized.

Irrigation controllers will be scheduled according to current weather conditions.

Crews are on schedule; raking leaves, pruning shrubs and ground covers, and spraying for weeds.

All tree maintenance is handled by Waraner Brothers Tree Service and scheduled tree pruning occurred in February.

All scheduled rehab work was completed in February. The next scheduled date for rehabilitation is September 2, for 12 days. Further turf replacement is on hold due to draught conditions and EBMUD's request for voluntary water-use cutbacks.

Perona explained the smart controllers that regulate how often and for how long the irrigation sprinklers are on. Perona asked residents to remove plastic plants and decorations from the common area.

Perona responded to member comments and questions regarding water use.

TRUST AGREEMENT UPDATE –

Trust Agreement  
Update

Barbara Crane volunteered to start attending the TARRC meetings.

SOCIAL -- Bill Chauncey

Social Committee

Beth Gannon reminded the assembled group about the monthly gatherings the first Wednesday of each month, weather permitting. This event is a BYOB and a snack to share.

UNFINISHED BUSINESS

Unfinished  
Business

Proposed Holiday Decorations Policy: A draft policy concerning the display of holiday decorations was distributed to those present at the meeting. It will go out to all members of the Mutual for review and input.

NEW BUSINESS

New Business

Parking Concerns: There is currently concern about cars that are using the extra parking spaces instead of being parked in the carport or on the street.

RESIDENTS' FORUM

Residents' Forum

Residents were afforded the opportunity to voice their concerns and ask questions of staff and board.

ANNOUNCEMENTS

Announcements

The next regular meeting of the Board is the Mutual annual meeting and it is scheduled for Monday, June 16, 2014, at 9:30 a.m., Multi-Purpose Room #3 (Gateway).

ADJOURNMENT

Adjournment

Having no further business, the Quarterly Meeting of the Board adjourned at 11:07 a.m. An Executive Session was called immediately following this meeting to discuss member matters.



\_\_\_\_\_  
Sharon Fees, Assistant Secretary  
Walnut Creek Mutual No. Twenty-Nine