

WALNUT CREEK MUTUAL NO. TWENTY-NINE

QUARTERLY MEETING MINUTES OF THE BOARD
MONDAY, MARCH 19, 2018 AT 10:22 A.M.
MULTIPURPOSE ROOM NO. 3 (MPR3, GATEWAY)
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

Call to Order

Director Crane called the meeting to order at 10:22am.

Roll Call

Directors Present: *Beth Gannon, President (present by phone)
Mike McLaughlin, Vice President
Toba Simon, Treasurer
Tanc Agius, Secretary
Barbara Crane, Director

Also Present: Paul Donner, Director of Operations; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Kelly Mattison, Board Services Coordinator.

Approval of Meeting Minutes

Director Crane asked if there were any additions or corrections to the following minutes:

- a. Regular Meeting of the Board held on December 18, 2017

The minutes of the December 18, 2017 Board meeting were approved as submitted.

Moved, Seconded, Carried 5-0

Completed Business:

- a. \$45,000 transfer from reserves to Operating to Cover Annual Insurance Premium (to be repaid before the close of 2018)
- b. Deductible Share Agreement (In place)
- c. Comcast Service Agreement (In place)

Unfinished Business

- a. **Painting Project:** Mike McLaughlin reported that the bulk of the dry repairs are completed. It is projected that painting will begin in May. Members of the Santa Clara units noticed that one of the shades of paint was very dark and those will be repainted. The body color on the Santa Clara units will be lighter. A committee of Santa Clara residents has been appointed to assist Therese Atkinson of the M29 Painting Committee and the consultant from Kelly Moore to redistribute the colors on all the Santa Clara units and to repaint the three units which were painted in the first phase as agreed.

New Business

- a. **Soffit Repair on Expanded Kentfields:** Mike McLaughlin reported that all building in the Mutual have Duralast flat roofs and slanted tile roofs, 3 Del Monte units have composition shingling. At 2640 the soffit failed and fell. A soffit is an underside of the

WALNUT CREEK MUTUAL NO. TWENTY-NINE

overhang of a roof. MOD removed the failed soffit and inspected all the soffits within the Mutual. 4 Kentry soffits are to be removed. The Mutual discovered there is no underlayment on any of the tile roofs. It is recommended that all the tile roofs be replaced by composition roofing. A proposal to change the reserve projects schedule regarding roofing with a 4% increase the reserves for the next four years was recently approved to accommodate this unforeseen circumstance.

- b. **Proposed New Barbeque Policy:** The Board discussed the proposed Barbeque policy. A motion was made to vacate a previous motion of adoption of the revised policy with the removal of the reference to a 1lb. propane canister. The Board will start the process over for creating a barbeque policy.

Moved, Seconded, Carried 5-0

- c. **Placement of New HVAC unit at 2656 #4 (if necessary):** complete

Next Board Meeting

The next scheduled quarterly meeting is scheduled on Monday, June 18, 2018 at 9:30 a.m. in Multi-Purpose Room #3 of Gateway.

Residents' Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and M.O.D. staff representatives.

Adjournment

Director Crane adjourned the meeting at 11:28am.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.



Secretary