

MINUTES

WALNUT CREEK MUTUAL NO. TWENTY-NINE
ANNUAL MEMBERS MEETING
MONDAY, SEPTEMBER 15, 2014 AT 9:30 A.M.
MULTI-PURPOSE ROOM #3, GATEWAY COMPLEX

President Beth Gannon convened the Quarterly Board Meeting of WALNUT CREEK MUTUAL NO. TWENTY-NINE on Monday, September 15, 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
	Barbara Crane	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-one additional Mutual members were present.

APPROVAL OF MINUTES

Approval of Minutes

At President Gannon's recommendation,

Bill Chauncey moved to approve the Minutes of the June 16, 2014 Quarterly Board Meeting as written and reviewed. Jim Bombardier 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 are currently four rentals, two unites that are in the ownership of relatives, two units for sale, and two units with new owners.

Budget Meeting: The first meeting to discuss and plan the 2015 budget will take place immediately after this board meeting.

Insurance: Insurance will be going up by five percent for 2015.

Water Conservation: Beth Gannon thanked everyone for their efforts in conserving water during this severe draught and encouraged all residents to keep up the good work.

Red lines: Red lines have been painted at the west end of the Entry to indicate "no parking."

Dumpsters: Gannon asked everyone to be mindful of not throwing away heavy trash or recycling in the Entry dumpsters.

Home Security
Advice

FINANCIAL REPORT – Jim Bombardier, Treasurer

Jim Bombardier reported that after the Annual Dinner expenses, the Social Account currently has \$437.90. Paul Donner reported that the Mutual has \$21,367 in the operating fund and \$210,438 in the reserve fund. The Mutual is currently running over budget but is on target in keeping close to the 2014 budget by year's end.

Financial Report

EMERGENCY PREPAREDNESS – This leadership position is currently vacant.

Beth Gannon made available flyers on emergency preparedness

Ron Ondrejke announced that the next Emergency Preparedness Faire will take place on Saturday, September 27 at the Hillside Clubhouse. There will be several exhibits.

Emergency
Preparedness
Report

BUILDING MAINTENANCE REPORT – Roger Wilcox, Chairman

Roger Wilcox reported that the 2014 operating budget was set for \$19,175. As of August 31, approximately \$25,000 was spent. Most of this overage was due to the remediation associated with the foundation settlement of one building and a sewage back-up in another building. After review of these two items, Paul Donner reported that some of these expenses will be reclassified as Reserve items.

Building
Maintenance
Report

Rick West reported on the following:

1. 2748 PT #2 – Grey water back-up occurred at a cost of \$3,873. At the board's request MOD will investigate the installation of secondary back-up units for the buildings in the Mutual.
2. 2724 PT #4 - There has been an under-slab leak detected. Davis plumbing will perform the remediation by abandoning the line and rerouting a new line.
3. 2015 Building Maintenance Reserves budget – Rick West made the following recommendations for what work will need to get done in 2015:
 - A. Carport Roofs Build-up DuraLast for P06 – P12 at a cost of \$76,000. Downspouts of the same carports at a cost of \$5,271.
 - B. 45 new Carport light fixtures at a cost of \$1,800
 - C. Concrete replacement at a cost of \$2,000

Landscape
Report

West responded to Board and resident questions.

LANDSCAPE REPORT – Sandra Chauncey, Landscape Committee Chairperson

Landscape Manager Rich Perona reported on the following:

All turf areas were fertilized in August. Watering is only occurring twice-weekly as mandated by EBMUD.

All tree maintenance is handled by Waraner Brothers Tree Service and scheduled tree pruning occurred in February. A few work order requests were completed in late August.

All scheduled rehab work was completed in February. The next scheduled date for rehabilitation for several days in later September or early October. The Landscape Committee will perform another walk prior to this work being done.

Perona responded to board and resident questions.

Trust Agreement Update

TRUST AGREEMENT UPDATE – Barbara Crane

Social Committee

Barbara Crane reported that TARRC is currently still on hiatus.

SOCIAL -- Bill Chauncey

Unfinished Business

The August 3 Annual Dinner was well-attended and an overall success. It was suggested that more detailed information concerning the cash bar be made available prior to next year's dinner and to also have detailed signage located at the cash bar.

Next year's dinner is scheduled for Sunday, August 2.

New Business

UNFINISHED BUSINESS

Proposed Holiday Decorations Policy: Bill Chauncey moved and Jim Bombardier seconded to adopt the Holiday Decorations Policy as presented and have it distributed to the membership. The motion passed unanimously.

NEW BUSINESS

Auditor: Bill Chauncey moved and Jim Bombardier seconded to hire the auditor for the amount of \$3,600 to perform the 2014 audit and to file the income taxes for the same year.

Residents' Forum

Parking Concerns: The Mutual asks all-day caretakers to park on the street and for residents with work vehicles to also park those on the street. Everyone's cooperation with parking is appreciated. Any and all suggestions on how to help the cramped parking situation are welcome.

Announcements

Mutual Resident Roster: Residents are asked to return the authorization form by the September 30th deadline.

RESIDENTS' FORUM

Adjournment

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

ANNOUNCEMENTS

The next regular meeting of the Board is the Mutual annual meeting and it is scheduled for Monday, September 15, 2014, at 9:30 a.m., Multi-Purpose Room #3 (Gateway).

ADJOURNMENT

Having no further business, the Quarterly Meeting of the Board adjourned at 10:21 a.m.

Sharon Fees

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