

MINUTES

WALNUT CREEK MUTUAL NO. TWENTY-NINE
QUARTERLY BOARD MEETING
MONDAY, SEPTEMBER 21, 2015 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, September 21, 2015 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; and Sharon Fees, Board Services Coordinator.

Sixteen additional Mutual members were present.

APPROVAL OF MINUTES

Approval of Minutes

At President Gannon's recommendation,

Toba Simon moved to approve the Minutes of the June 15, 2015 Annual 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

Budget preparation for 2016 Coupon: The Board, along with guidance from MOD staff, is working on formulating the 2016 Coupon. Once the GRF portion of the coupon is set by the GRF Board, the final Mutual 29 Coupon will be determined.

Status of Manors: There have been two resales since June 2015. There are five units currently being rented. There are four vacant units that are under the ownership of relatives of former members and there is one unit currently on the market for sale.

Delinquencies: Beth Gannon was very happy to report that there have been no coupon delinquencies thus far in 2015.

Mutual 29 needs 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.

Annual Dinner: Beth Gannon thanked Bill Chauncey, Sandy Olsen, Toba Simon, and Hilde Olds for their efforts with the annual dinner.

Donation: The Mutual thanked the family of Jim Biggerstaff for the donation of a patio table to Norton Park.

Close of Escrow Alteration Meetings: These are taking place and have been helpful in disseminating information to new homeowners.

Neighbors who have moved away: Jim Biggerstaff passed away. Paul Head, Julie Eastwood, Judy & Dale Crase, Carol & William Onesta, and Judi & John Heckendorn moved away.

New Residents: New to the Mutual are Arthur and Doreen Ainscough; and Ronald and Burga Kreutzberg.

Dumpsters: Beth Gannon asked for volunteers to monitor the eight trash bays that exist in the Mutual. Dumpsters that are filled to capacity well before pick-up day will be closed off until pick-up occurs in order to avoid trash from overflowing and attracting rodents. Eight enthusiastic residents volunteered to help with this project.

FINANCIAL REPORT – Jim Bombardier and Rick West for Paul Donner

Financial Report

Rick West reported that the Mutual has \$19,649 in the Operating Fund and \$292,913 in the Reserve Fund for a total of \$312,562.

Jim Bombardier reported that the Social Account has approximately \$1,351. The Board moved, seconded, and approved to purchase six to eight new lawn chairs and one umbrella for Norton Park. This expenditure will be paid out of the Social Account.

EMERGENCY PREPAREDNESS – Mike and Ruth McLaughlin, Chairpersons

Emergency
Preparedness
Report

Beth Gannon thanked the McLaughlins for taking on this very important task.

Mike McLaughlin thanked Beth Gannon for her guidance and thanked Ron Ondrejka for his orientation and for handling the communications for emergencies should they occur.

There will be a Safety Faire at Hillside on September 26 from 10 a.m. – 2 p.m.

BUILDING MAINTENANCE REPORT – Roger Wilcox, Chairman and Rick West,
Building Maintenance Manager

Building
Maintenance
Report

Roger Wilcox reported that Maintenance Reserves for 2016 is budgeted for approximately \$90,000 and that some capital improvements will be implemented this year. These projects include carport roof replacement and scheduled carpentry. Unexpected plumbing costs have been over budget. Payment for these repairs comes out of the Operating Account.

Rick West reported on the following:

2015 Carport Roofing: Sorensen Roofing will be applying DuroLast on seven carport roofs of Carport buildings #6 - #12. This work is scheduled to begin on September 28.

2600 PT #2: Davis Plumbing repaired a cracked cold water line inside a wall of the master

bathroom. Five Star will submit an estimate for the drywall repair.

2632 PT: The cracked concrete in front of this building will be repaired. A walk-through of the Mutual will be completed to identify other concrete areas that need repair.

2015 Jelly Jar Light Fixture Project: Sang Electric has completed this project in all of the carports.

2720 PT #1: Custom Windows discovered that a builder did not install paper or proper flashing under some windows during a past window replacement. The cost for the repair was \$1,914. The authorization was approved on August 15 and the work was completed by Custom Windows.

LANDSCAPE REPORT – Beth Gannon for Sandra Chauncey, Landscape Committee Chairperson

Landscape Report

Beth Gannon reported that the Board will start receiving the water bills so that water usage can be tracked.

SOCIAL -- Bill Chauncey

Social Committee

Bill Chauncey reported that the Mutual 29 Annual Dinner was held on August 2. It was well-attended and received much positive feedback. He reminded neighbors on the first Wednesday of each month, weather permitting, residents gather in Norton Park for refreshments.

UNFINISHED BUSINESS

Unfinished Business

Parking Committee Report: Joni Bombardier reported that she and the Ad Hoc Committee reviewed parking in the Mutual. They suggest that to help alleviate parking congestion, golf carts could double-park in spots designated by the Mutual.

There will be a test trial of this parking arrangement and it will be re-evaluated in the near future.

Toba Simon moved and Jim Bombardier seconded to give this golf cart parking arrangement a try. The motion passed unanimously.

Beth Gannon suggested some courtesies to residents that are the “golden rules” of parking:

- 1) Don't monopolize open spots
- 2) Ask caregivers and contractors to park on the street
- 3) Double park in carport areas where it is feasible

NEW BUSINESS

New Business

Electric Vehicle Policy: Barbara Crane reported that the Mutual should start considering adopting an electric vehicle policy and that it should evaluate the existing electrical infrastructure of the carports. Crane adapted such a policy from another Mutual and presented it to the Board. The Board will review this proposed policy and then present it to the Mutual's attorney for review.

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, December 21, 2015, at 9:30 a.m., Multi-Purpose Room #3 (Gateway).

ADJOURNMENT

Adjournment

Having no further business, the Annual Members Meeting of Mutual 29 adjourned at 10:50 a.m.



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