

## MINUTES

WALNUT CREEK MUTUAL NO. TWENTY-NINE  
ANNUAL MEMBERS MEETING  
MONDAY, JUNE 16, 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, June 16, 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-nine 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 March 17, 2014 Annual 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, three unoccupied units, four with new owners, and one in conservatorship.

Overdue Payments: Gannon reported that the only outstanding debt is \$20.

Hand-outs distributed: The proposed Holiday Decorations Policy and the current Parking Policy were distributed to all homeowners.

Neighbors: Longtime and beloved neighbor, Grace Paoli, passed away on April 26. Her family donated an American Flag to the Mutual. It is now proudly flying in the Mutual entry.

Monthly gatherings: The first Wednesday of each month neighbors gather in Norton Park at 5 p.m. Residents are encouraged to bring beverages and snacks to share.

HOME SECURITY ADVICE – Invited Guest, Maloa Jenkins, Securitas

Home Security  
Advice

Maloa Jenkins gave a presentation on safety and Securitas procedures when responding to resident calls.

Jenkins fielded resident questions and was thanked for her thorough and timely presentation.

FINANCIAL REPORT – Jim Bombardier, Treasurer

Financial Report

Jim Bombardier reported that the Social Account currently has \$1,235.79. He provided an account statement for the Social Account that shows all deposits and withdrawals for 2013 to present day. Paul Donner reported that the Mutual has \$35,542 in the operating fund and \$182,837 in the reserve fund. The Mutual is running close to budget and is on target in keeping with the 2014 budget.

EMERGENCY PREPAREDNESS – This leadership position is currently vacant.

Emergency  
Preparedness  
Report

Beth Gannon reminded residents that as part of their efforts for emergency preparedness, a three-day supply of potable water should be cached.

BUILDING MAINTENANCE REPORT – Roger Wilcox, Chairman

Building  
Maintenance  
Report

Roger Wilcox reported that the 2014 operating budget was set for \$19,175. As of May 31, \$11,700 was spent, mostly on roof repair, gutter repair, and gutter cleaning. \$99,786 has been planned for in building maintenance reserves for 2014. Through May 31, a little less than \$6,000 was spent.

Rick West reported on the following:

1. MOD Carpentry Rehab inspections are continuing this year as part of preventative maintenance. No dry rot found so far. If not needed, the Mutual will save \$10,000.
2. Gutter cleaning was scheduled to start in March by All Clear. This was budgeted for \$5,500 and was completed in May for \$4,700.
3. Smoke Detector inspection is scheduled for March by All Clear. This was budgeted for \$5,500 and was completed in May for \$2,120.

West responded to Board and resident questions.

LANDSCAPE REPORT – Sandra Chauncey, Landscape Committee Chairperson

Landscape  
Report

Landscape Manager Rich Perona reported on the following:

All turf areas were recently fertilized. Turf areas were also aerated.

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. The Landscape Committee will walk the Mutual in late July to plan out this work.

Perona responded to board and resident questions.

Perona received a round of applause from the grateful residents of Mutual 29 for his and his staff's efforts.

TRUST AGREEMENT UPDATE – Barbara Crane

Trust Agreement  
Update

Barbara Crane reported that TARRC is currently on hiatus.

SOCIAL -- Bill Chauncey

Social Committee

The Annual Dinner is scheduled for Sunday, August 3, at Creekside.

UNFINISHED BUSINESS

Unfinished  
Business

Proposed Holiday Decorations Policy: A draft policy concerning the display of holiday decorations was distributed to residents for a 30-day comment period. The final policy will be adopted by the Board at the September meeting.

NEW BUSINESS

New Business

Parking Concerns: There is currently concern about cars that are being parked in the turn-around at the far west-end of the Mutual (Building 3100). This is causing neighbors difficulty when attempting to exit their carports in their cars. Paul Donner suggested painting the pavement with "no parking" and cross-hatching.

Lock Boxes and Fire Department: Much discussion took place regarding lock boxes that the Fire Department is encouraging residents to install. The house key would then be available to Emergency Personnel once the homeowner gives the lock box code to the Fire Department.

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, September 15, 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 10:45 a.m.



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