



BOARD OF DIRECTORS ANNUAL MEETING

Wednesday, September 18, 2024, at 9:30 a.m.

Meeting was Conducted In Person and Virtually

**Fairway Room – Creekside Building
1010 Stanley Dollar Rd., Walnut Creek, CA 94595**

MINUTES

1. Call to Order
President Spinrod called the meeting to order at 9:31 a.m.
2. Roll Call of Directors Present
Evan Spinrod – President
Victoria Rice – Vice President
Roz Reiter – Treasurer
Sarah Odegaard – Secretary
Richard Engle – Director-at-Large
3. Mutual Operations Staff
Anna Rocha – Board Services Coordinator
4. Certification of Notice of Meeting -
I, Anna Rocha, Assistant Secretary to Walnut Creek Mutual Thirty, certify that a Call for Candidates Notice was published May 3rd, 2024, and June 3rd, 2024. The notice announced that, if at the close of the time period for making nominations, there are the same number or fewer qualified candidates as there are board positions to be filled, then the Board of Directors may, after voting to do so, seat the qualified candidates by acclamation without balloting.
The Mutual received two nominations:
 - Linda Herron
 - Victoria Rice

Linda Herron and Victoria Rice were seated to the Board of Directors via Acclamation.
5. Reports from Officers and Committees -
 - a. President’s Report – Evan Spinrod
The President reported that there were two roofs that repaired in 2024. 2841 Ptarmigan Dr. has been completed and 2905 Ptarmigan Dr. is in the process of completion. Shingles on the roofs need to power washed and the gutter cleaning will need to be scheduled for cleaning.
 - b. Vice President’s Report – Victoria Rice
No Report.
 - c. Treasurer’s Report – Roz Reiter

For August Financials:



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- Operating Fund – \$214,000
- Reserve Fund - \$628,000
- Totals = \$842,000

The banks reports that there is \$896,469 and can vary due to pending checks that are being processed in and out of the operating and reserve accounts. July 2024 Financials were not received.

In August, the Operating Fund had a deficit of -\$744.00 and the Reserve Fund had a deficit of -\$11,988.00. This is due to their not being enough money budget for the roof repairs for 2024. In August, the Mutual paid for 60% of the roofing repairs.

Treasurer reports that the Mutual is going a good job of balancing funds for the Operational Expenses.

The treasurer also thanked Evan Spinrod for his 6 years of service.

d. Secretary's Report – Sarah Odegaard
None

e. Financial Report –
None.

f. Building Maintenance Report –
None.

g. Landscape Report

At the beginning of each year, the Mutual starts with pruning the trees. In January the landscape committee will walk the around the entire to look at the trees that need to be pruned. In February, Olive Tree care came out and did a professional walk of all the trees to see what needed to come down and what needed to be pruned. All the work for the tree pruning was done in March. There are still three trees that need to come down. The City of Walnut Creek approved the tree cutting, but the rebate from the city has not been received yet, so the trees are still standing. In April, Mutual Thirty started with the Eight Days of Mod and started with maintaining the shrubs and plants and cleaning it up. They also started working on the trash areas near entry # 7 and cleaning up the parking stalls near 2945 Ptarmigan Dr. Terra Care replaces any plants that die at no charge. Regarding pests, rodents and critters, the committee is aware that the are coming through the entry and the committee and has stayed on top of reaching out to pest control and having them inspect the areas around the entry. The pests have been around all summer starting at the end of June and the committee has been reaching out to pest control continuously so that they can keep coming and checking for these pests. Pest control has been placing the black bate stations throughout the community to mitigate the pest issues. The rats have been damaging cars throughout the community as well.

6. Resident's Forum–

Owner reported that there is speed limit sign that needs to be replaced near her home due to the sign being illegible from afar. Some residents are using staples when posting sign on the trash enclosures. Owner also reports that when she was out of town, her car sat for a few days



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and rodents made damages to her car worth \$7,000. Another owner's vehicle was also damaged by the rodents as well and is getting rid of the vehicle.

7. **Announcements**

The next scheduled meeting is the Organizational Meeting on Wednesday, September 18, 2024, at 10:30 a.m. in the Fairway Room at the Creekside Clubhouse.

8. **Adjournment**

There being no further business, the meeting was adjourned at 10:14 p.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes.

Anna Rocha