

MINUTES  
WALNUT CREEK MUTUAL NO. THIRTY  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, OCTOBER 7, 2020 AT 9:30 A.M.  
ZOOM MEETING

President Evan Spinrod called to order the regular meeting of the Board of Directors of Mutual Thirty on Wednesday, October 7, 2020 at 9:30 a.m. via ZOOM.

ROLL CALL: PRESENT:	President	Evan Spinrod
	Vice President	Lynda Caputo
	Treasurer	Ron Reece
	Secretary	Cheryl Hines-joined at 10:07 a.m.
	Director	Al Fantegrossi

EXCUSED: None

MOD staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager and Anne Paone, Administrative Secretary.  
Jo Ann Cooper, Financial Analyst also attended.

President Spinrod welcomed ten residents in attendance.

APPROVAL OF MINUTES

Mr. Spinrod asked for any corrections to the minutes of the September 16, 2020 Annual and Organizational Meetings.  
Hearing none, he declared them approved as written and reviewed.

RESIDENTS' FORUM

Resident brought up raccoons in backyard. Terra landscaping is keeping an eye on this. Ms. Pollon will ask Terra to do grub treatment for the entire Mutual.  
Resident brought up problem with asphalt. Ron Recce and Evan Spinrod will check into it.  
Resident to provide photo of area of concern to Mr. Spinrod.

BOARD MEMBERS' REPORTS

No reports.

MOD REPORTS

Mr. Donner reported that the service levels are the same as reported last month. They are working on 2021 budgets and reserve studies.

Ms. Pollon reported MOD crews are working. They are doing juniper removals first and then will do some planting.

Mr. West reported as follows:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Senate Bill SB 326 - Elevated Component Structural Engineer Inspections to be completed by January 1<sup>st</sup>, 2025. Mutual 30 board selected FWC to complete their inspection process for the cost of \$16,770.00.

(Project is scheduled to start in Spring / Summer 2021).

2. Carport Fire – All of the invoices and estimates to repair the carport were sent to PG&E.  
Repairs will start as soon as MOD receives the check from PG&E.  
8 new Fire Extinguishers and Extinguisher Cabinets have already been installed.

(Schedule pending the receipt of the PG&E check).

3. Dryer Vent Cleaning – We have reached out to several companies to conduct Dryer Vent Cleaning in January 2021.

(Proposals will be sent to the board for review as they arrive).

Mr. Spinrod stated that the cleaning should be done by January.

4. Gutter Cleaning – We are working with vendors with new scope of work and obtaining proposals for 2021 Gutter Cleaning contract.

(Proposals will be sent to the board for review as they arrive).

Rick West reported gutter cleaning will be done in January 2021. 5-Star, Perfect Painting and Welcome will bid. Mr. West added to the scope-of-work.

COORDINATORS' REPORTS

Building (Evan Spinrod)

Mr. Spinrod reported SB326, which addresses inspections, will be done in the spring or summer of 2021. The initial cost will be \$16,770.

Mr. Spinrod will send landing information to Mr. West. This matter needs to be addressed.

Landscape (Lynda Caputo and Ron Reece)

Ms. Caputo reported there are lots of Junipers to be removed. They will do what they can with the money provided. The Birch tree will be removed on Friday. They are waiting for the permit to remove the Monterey Pine. The MOD crew is here all week.

Financial (Ron Reece)

Mr. Reece reported the coupon increase will go from \$744-2020 to \$848-2021 per manor per month. Insurance is up 70% from 2020. This is an increase of \$38.86. Water is up 27% for an increase of \$14,31. Mr. Reece reviewed some expenses. The Mutual has a special assessment outstanding balance of \$1,375 with 6 residents on the list.

*Mr. Reece moved to certify the financials for July, August, and September 2020. Mr. Spinrod seconded and the motion carried without dissent.*

Social (Roseanne Wright)

Mr. Spinrod reported due to COVID-19, Mutual is restricted. There will be a Concert in the Park on October 16<sup>th</sup> at 5:30 p.m. A flyer will be posted on the enclosures. Social distancing will be observed.

New Resident Greeter (Al Fantegrossi)

Mr. Fantegrossi reported he is trying to contact a resident. Nothing else new to report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Committee Chairs will remain the same as currently appointed.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:08 a.m.



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Anne Paone, Assistant Secretary  
Walnut Creek Mutual Thirty