

MINUTES
WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 11, 2017 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CALIFORNIA

President John Herron called to order the regular meeting of the Board of Directors of Mutual Thirty on Wednesday, October 11, 2017 at 9:30 a.m. in the Board Room, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	President	John Herron
	Vice President	Carl Pischke
	Treasurer	Ron Reece
	Director	Lynda Caputo

EXCUSED:	Secretary	Janet Thoele
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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.

President Herron welcomed three residents in attendance.

APPROVAL OF MINUTES

Mr. Herron asked for any corrections to the minutes of the July 12, 2017 regular meeting of the Board of Directors. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S MESSAGE

No report

RESIDENTS' FORUM

There were no questions.

MOD REPORT

Mr. Donner reported everything is fine with the work orders. Mr. Herron concurred.

COORDINATORS' REPORTS

Building (Carl Pischke)

Mr. Pischke reported that he made some personal repairs. The asphalt was repaired at 2945 Ptarmigan because it had a low spot.

Emergency Preparedness (John Herron)

Mr. Herron reported that the Mutual held a drill. It went well. He will send out information in the Bugle.

Landscape (Linda Herron and Rebecca Pollon)

Ms. Herron reported that MOD's Rehab team, Jose and Carlos returned in September for more projects. Most time was spent constructing a moss rock wall behind 2841 and 2945 Ptarmigan.

They removed dying rosemary in the bed behind the lawn at 2841-4 Ptarmigan. This area will be replanted next year.

They repaired header boards in many locations throughout the entry.

They removed a troublesome section of sod behind 2873-4 and replaced it with Lodi rock to match the adjoining area.

Raul planted lantana around the edge of the iris bed at the front of the park and has also found time to prune ivy back from a patio and prune a shrub both at residents' requests.

The city permit to remove the dying flowering pear was received. Waraner's Tree Service will remove the tree and grind the stump any day now.

Those pesky voles have been joined by raccoons tearing up lawns looking for grubs.

Residents are encouraged to report damage to Ms. Herron as soon as possible so the sod can be pieced back together to be kept alive.

Doe deer and bucks are frequenting the entry. Bucks can damage shrubbery, but any deer can give a lethal kick if startled or cornered. Keep a safe distance from wildlife.

Ms. Pollon read her report as follows:

LAWN MAINTENANCE: Mowing of turf will become less frequent as weather cools, as will the watering schedule.

TREE MAINTENANCE: Please report any broken branches or building clearance issues to Linda Herron who keeps track of tree requests.

LANDSCAPE REHAB: MOD crew days have completed for 2017.

Financial (Ron Reece)

Mr. Reece did not have a report because he did not have the financials yet. Mr. Donner reported the Operating Fund for the end of September was \$49,757 and the Reserve Fund was \$261,015.

Mr. Herron reported that the balance of the operating fund as of September 1 was \$52,752 and the reserve fund was \$253,959.

Social (Roseanne Wright)

Mr. Herron reported that the holiday party is on December 9th. The soup lunch will be held on February 10th.

New Resident Greeter (Lynda Caputo)

Ms. Caputo reported that she has met with three new residents.

UNFINISHED BUSINESS

Mr. Herron reported that people are not recycling correctly. Some Mutuals have downsized their bins. The trash enclosure at 2801 Ptarmigan is being rebuilt.

Mr. Donner reported that green waste, such as leaves, is handled at MOD.

Mr. Reece inquired about having some areas for organic waste. Mr. Donner responded that he would be concerned about attracting various rodents, raccoons and odors.

NEW BUSINESS

Mr. Herron reported the gutter cleaning is scheduled for 2018. Professional Gutter Services will come out in January. The estimated cost is \$3,440 and \$800 to do upper flashings for a total of \$4,240.

Mr. West reported there is a good chance that these fees will go down for future cleanings. This company will send maps to MOD showing any problem areas and any mechanical issues with the drains/downspouts.

The Board approved the calendar of meetings for 2018.

MOD hopes to hire 2 irrigation technicians and a landscape field supervisor. The supervisor will work with contractors and residents.

Mr. Herron reported the Board will address reserve projects for 2018. The electric panels need to be inspected. Sang Electric will do the work for \$5,450. This is built into the budget. The Mutual will replace 8 LED lights on trash enclosures at a cost of \$2,050. This is also built into the budget.

Mr. Herron discussed the 2018 budget and reported that the Board would like to increase the reserve fund. He went through each line item of the budget. The Mutual assessment is \$13.87 and \$16.13 is the GRF assessment for a total of \$30.00. The total coupon amount will be \$655.00 per month per manor.

Mr. Pischke moved to approve the 2018 budget as presented with the monthly assessment amount at \$655.00. Mr. Reece seconded and the motion carried without dissent.

Mr. Herron complimented Mr. Donner on the alterations department. He stated that Sharon Fees does a great job.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:55 a.m.

/s/ Anne Paone, Assistant Secretary
Walnut Creek Mutual No. Thirty