

WALNUT CREEK MUTUAL THIRTY-NINE

ANNUAL MEETING MINUTES
WEDNESDAY, JUNE 1st, 2022, at 1:00PM
CLUBROOM – CREEKSIDE CLUBHOUSE
1010 STANLEY DOLLAR DR
WALNUT CREEK, CA 94595

Call to Order

The Third Annual Mutual Thirty-Nine Members meeting was called to order at 1:04PM

Election of Chair and Secretary for the Annual Meeting

A motion was made to appoint Claire Wolfe as Chair and Lucy Limon as Secretary for the Mutual 39 Annual Meeting.

Moved, Seconded, Carried 4-0

Introductions

Claire Wolfe, President
Al Guskin, Vice President
Bill Claussen, Treasurer
Mike Dwyer, Secretary

Directors Absent:

Jennifer Mu, Director at Large

Committee Chairs: Jean Fasholz, Landscape; John Rice, Governing Documents; Bill Claussen, Budget and Finance; Mike Dwyer, Communications; Victoria Haket, Recycling; and Jenifer Mu, Building Maintenance/Alterations.

MOD Staff: Lucy Limon, Board Services Coordinator; Clayton Clark, Building Maintenance Manager; Paul Donner, Director of Mutual Operations; and John Tawaststjerna, Landscape Manager

Approval of Minutes

1. Second Annual Meeting Minutes from May 25, 2021
2. Organizational Meeting Minutes from May 25th, 2021

Moved, Seconded, Carried 4-0

2022 Director Election

Fred Kern, 2022 Inspector of Election prepared the following report:

There were three (3) open board seats and four (4) candidates. Below are the May 23rd, 2022, results:

Number of units: 130
Quorum needed: None
Ballots Cast: 97
Abstentions: 0

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Voided Ballots: 9

1. Mike Dwyer: 64 **ELECTED**/NOT ELECTED
2. Victoria Haket: 68 **ELECTED**/NOT ELECTED
3. Karen McEligot: 43 ELECTED/**NOT ELECTED**
4. Claire Wolfe: **ELECTED**/NOT ELECTED

President's Report

Claire Wolfe gave the following report:

I am pleased to welcome you all to this our second Annual Meeting. Mutual 39 continues to be a very good place to live. We have some of the nicest manors and most beautiful landscaping in all of Rossmoor... well, maybe I'm a bit prejudiced!

Our buildings, grounds and roadways are well maintained with a regular cycle of maintenance. This is a major undertaking and our excellent working relationship with MOD and vendors such as Terra Landscaping and Warriner Tree Service enables all this to continue year after year. From time to time there are complaints, but for the most part, there is peace in our valley. A great deal of credit goes to Jennifer Mu who heads up our alterations committee, and Jean Faszholz and her team who make up the landscape committee. Also, thanks to each of you who take pride in keeping up your unit and entry.

We may have to make major adjustments to our watering schedule due to the drought that is impacting California. This may mean some plants and lawns will die and that replacements cannot be put in. You will see lawns replaced to cut down on water consumption. I ask everyone's patience and understanding with this situation.

We are in sound financial condition, and I thank Bill Claussen and his finance committee for their work in keeping an eye on all the reports we get and making sense out of them. The MOD accounting department has been in a turmoil, and this has been challenging for our new MOD treasurer, Joel Lesser. Joel is reorganizing the department and hiring new people. You may have heard that there was a missed property tax payment for the Coops who pay their property taxes as party of their coupon. This does not financially impact our Mutual at this time, and we are still waiting to understand all the particulars. However, I don't want anyone in our Mutual overly concerned. When I know more, I will certainly share that with all of you.

The shift to our new Fiscal, April 1-March 31, has gone smoothly. Now we just have to hope that Mother Nature spares us any additional fires which is what has made our coupon rise so very much for the past two years due to skyrocketing insurance costs. Water and Electricity also continue to rise, even as you have all worked hard to diminish consumption. It's a very frustrating situation since there are so many elements to the budget that are out of our control. We will keep an eye on the budget and see if there are other adjustments we can make to help on the cost of the coupon.

Many thanks to all who serve on various committees of the Board. This is how the Mutual succeeds and I encourage each of you to think about where your talents can help the Mutual.

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In closing, I thank you for all your support and look forward to another great year.

Committee Reports

1. Budget and Finance Committee: Bill Claussen

Bill Claussen gave the following report:

March 31, we completed our 15-month fiscal year. We are in good shape - both operating and reserve accounts. We were very close to budget. We are not paying our insurance premiums out of operating funds and not borrowing from the reserve account. April 1, we started our first 12-month fiscal year.

Our biggest operating expenses continue to be insurance, water, and landscaping.

The Jan, Feb and March accounting statements need to be approved

We have received all the insurance reimbursements for the fire rebuild so the project is now complete.

2. Landscape Committee: Jean Faszholz

Jean Faszholz gave the following Report:

Landscape Committee duties involve the rehabs of areas or whole yards that the committee determines are the ones in most need. Two such areas that were completed last year are at the end of E9 and near the end of E4. Poorly performing lawns were removed, and shrubs and mulch were added. These areas are a huge improvement over what was there before.

This year the large rehab will be the end of E8. This work will probably be accomplished in September when we get our next allotment of what we term "free" days. Each year every Mutual is given a certain number of days where the labor has already been paid by the coupon. M39 gets 16 days total. We try to use the days for larger rehabs that require more labor. Our in-house crew, led by Eddy Ibarra, are assigned to these projects, not Terra Landscape.

We recently completed the first portion of these in house "free" days. Your committee walked all of Mutual 39, tying pink ribbons to dying shrubs that could be removed without being replaced. These are mostly the Breath of Heaven or Sunset Gold. They are the pretty lime green shrubs that add a different color green to the landscape but do not usually have the longevity we need here. Many were removed those days, but we are going to mark more for removal.

We have been encouraged to use more mulch to help protect our shrub and tree roots during our hot summers. The entry the committee determined most in need because it had the barest ground was E8. The in-house crew did a fantastic job of spreading the mulch and the whole area looks much better and hopefully the shrubs and trees will

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benefit. As a nice conclusion to that project the crew added seasonal color to the two flower beds at the corners of Saklan Indian and Terra California.

Another request by MOD Landscape is to remove juniper. We have identified areas of juniper that would be a danger to buildings if there were a fire. Those will be the ones removed first. Removing all junipers would use up a large portion of the landscaperehab budget so we are studying this project carefully.

Another responsibility of the Landscape Committee is responding to requests from individual owners. We will admit, and several owners will agree, that they had to wait far too long for their promised shrubs. But we are caught up with those requests and will now be able to plan what we think is the wisest use of our remaining budget. Please be advised that we will probably not honor requests for landscaping in the backyard of your condo. And because of the drought and the warning that our irrigation will probably be cut back even more we are not going to be adding more shrubs at this time. Kevin Jackson, the Rossmoor manager of Terra Landscape, is the person we work with on shrub replacement. Terra Landscape is also the company that does our landscape maintenance, a separate budgeted item.

Another responsibility of the Landscape Committee is tending to the trimming and removal of trees. We recently chose one of the hottest days of the year to walk every entry with Steve Ormond, MOD's tree specialist, accompanied by a representative from Waraner Tree Service, our tree contractor. Tree maintenance is a separate budgeted item. Steve told us he tries to plan to always have some money left in our budget for tree emergencies....and they do happen. Some of you may have witnessed that huge pine being removed from the hill behind E 7A last year.

Finally, I want to take this opportunity to thank you for your patience with me and the friendships I have made over these past 10 or more years as your Landscape Committee chair. Many of you have expressed your appreciation of my attempts to make the many yards of M39 more pleasing. I also have enjoyed working with Eddy Ibarra, Steve Ormond, and Kevin Jackson. We are so fortunate to have such dedicated people running the landscape "show".

And I would now like to introduce the person who has agreed to be your new Landscape Chair, Pam Dieckman. And the other person on our committee is Olga Gordon.

3. Building Maintenance/Alteration Committee: Jennifer Mu

Jennifer Mu provided the following report:

Our buildings are on a 10-year rehab cycle. This year we will work on the buildings in Entry 5 and 7A. Work will begin in June. We've also completed several emergency repairs last year and are working on more repairs at present. Clayton will talk about the details in his PowerPoint presentation.

4. Communications Committee: Mike Dwyer

No report was given.

5. Recycling Committee: Victoria Haket

Victoria Haket gave the following report:

Newsletter

- Sent out Newsletters on April 22, October 2, September 2, and April 21

Flyers, when needed.

As of January of 2022, we are required to comply with CA state law 1383 for composting. Everyone must keep organics out of landfill carts and participate in the composting program.

- We had about 20 residents ask for composting pails
- Compost cart that was empty this last Sunday was Entry 12 (Trash Enclosure C)
- Looking for a volunteer near building address 2658 to help residents E1, E3, E4, E7, and E13
- Continue with Nice Cans – cleaning compost carts. Last year we had the carts cleaned every six months apart 9/21 & 3/22. I would recommend continuing this service but change the months to summer months (July & September) possibly July, August, and September

Trash enclosure on Terra California is continuing to have people either walking or driving by through trash over their locked trash enclosure. Recently someone dropped furniture off in front of the trash enclosure (***Recommended having a sign posted that says trash enclosure for Mutual 39's use only***).

The only contaminated trash enclosure that I was aware of was Entry 5. Family member of a resident put a large amount of household items in the recycling bin. Vilma Rememdeors contacted me for help and MOD came out and cleaned out the cart. MOD charged us a fine.

Inquire about a welcome packet for all new residents that would include Recycling protocol.

Overall, I want to thank the residents and volunteers who are making an effort to live a more sustainable lifestyle. I'm not hearing from the volunteers as often which is a good sign.

6. Governing Documents Committee John Rice

John Rice provided a presentation, ***see attachments at the end.***

Budget Overview

Mutual Operations Director Paul Donner presented the proposed 2023 Budget for the total

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basic assessment and provided the reasoning and method of operation used to draft the budget. A motion was made to approve the 2023 Budget as presented with a \$100 (10.3%) increase to the monthly coupon. Beginning on April 1st, 2022, the monthly coupon will change from \$970 to \$1,070.

Moved, Seconded, Carried 4-0

Residents' Forum

A Resident's Forum was held for comments and questions from the membership. Topics discussed in the Resident's Forum included: Board issues, coupon increase in Rossmoor, insurance, gutters, and BBQ's.

Announcements

An organizational meeting of the board will directly follow the annual meeting. The next scheduled Board Meeting will be held on Tuesday August 16th, 2022, @ 1:00 PM in the Board Room at Gateway.

Adjournment to Organizational Meeting

President Wolfe adjourned the meeting at 2:36 p.m. and the Board moved into an organizational meeting.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the annual minutes of Mutual 39.

Lucy Limon

**Assistant Secretary
Mutual 39**