

# WALNUT CREEK MUTUAL THIRTY-NINE

## ORGANIZATIONAL MEETING MINUTES OF THE BOARD WEDNESDAY, MAY 25, 2021 DIRECTLY FOLLOWING ANNUAL MEETING ZOOM MEETING

### Call to Order

President Wolfe called the organizational meeting to order at 2:26 p.m.

### Selection of Officers

1. **President:** A motion was made to appoint Claire Wolfe as President.  
**Moved, Seconded, Carried 5-0**
2. **Vice President:** A motion was made to appoint Al Guskin as Vice President.  
**Moved, Seconded, Carried 5-0**
3. **Treasurer:** A motion was made to appoint Bill Claussen as Treasurer.  
**Moved, Seconded, Carried 5-0**
4. **Secretary:** A motion was made to appoint Mike Dwyer as Secretary.  
**Moved, Seconded, Carried 5-0**
5. **Director at Large:** A motion was made to appoint Jennifer Mu as Director at Large.  
**Moved, Seconded, Carried 5-0**

### Appointment of Joel Lesser as Assistant Treasurer

A motion was made to appoint Joel Lesser as Assistant Treasurer of M39.

**Moved, Seconded, Carried 5-0**

### Appointment of Christine Conti as Assistant Secretary

A motion was made to appoint Christine Conti as Assistant Secretary of M39.

**Moved, Seconded, Carried 5-0**

### Appointment of Committee Chairs and Members

1. **Budget and Finance Committee:** A motion was made to appoint Bill Claussen as chair of the committee and Karen Mceligot, Jennifer Mu, Kevin OByrne, and Chris Yhang as members of the committee.  
**Moved, Seconded, Carried 5-0**
2. **Landscaping Committee:** A motion was made to appoint Jean Faszholz as chair of the committee and Judith Schumacher-Jennings, Olga Gordon, Chris Yhang, and Helen Vassar as members of the committee.  
**Moved, Seconded, Carried 5-0**
3. **Building Maintenance/Alterations Committee:** A motion was made to appoint Jennifer Mu as chair of the committee and Claire Wolfe, Mike Dwyer, and John Rice as members of the committee.  
**Moved, Seconded, Carried 5-0**
4. **Communications Committee:** A motion was made to appoint Mike Dwyer as chair of the committee and Joe Casalaina, Kevin Obyrne, and David Schubb as a members of the committee.

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**Moved, Seconded, Carried 5-0**

5. **Recycling Committee:** A motion was made to appoint Victoria Haket as chair of the committee and Nancy Moran, Mary Allen and Gessica Johnston as members of the committee.

**Moved, Seconded, Carried 5-0**

6. **Governing Documents Committee:** A motion was made to appoint John Rice as chair of the committee and Carol Ansley, Denise Mauldon, and Jennifer Mu as members of the committee.

**Moved, Seconded, Carried 5-0**

## Updated Rules and Regulations Review Member Comments and Vote on Adoption

1. **40.0 Occupancy of a Manor**
2. **40.0-A Occupancy of a Manor**
3. **59.0 Hard Surface Flooring**
4. **60.0 Balconies, Patios, and Roofs, Restrictions on Uses**
5. **69.0 Fireplaces**
6. **72.0 Wildlife, Feeding**
7. **75.0 Conflicts, Resolution of Local Conflicts**
8. **93.0 Rules for Use of Storage Containers**

The Board reviewed all member comments received by the members on the above updated Rules and Regulations.

A motion was made to change the language in rule 40.0 to define “guest” further as a person residing in the manor while the owner is present. Rule 40.0 will be redistributed to the members for comment after it is revised and will be sent with the next batch of updated Rules and Regulations.

**Moved, Seconded, Carried 5-0**

A motion was made to adopt the updated Rules and Regulations 59.0, 60.0, 69.0, 72.0, 75.0, and 93.0 as written.

**Moved, Seconded, Carried 5-0**

## Other Business

1. **Approval of Updated Rules and Regulations (Batch 4) for comment period by the members:** A motion was made to approve sending out the following updated Rules and Regulations for member comment prior to a vote on adoption at the next Board Meeting:

| RR # | Rules and Regulations                              | Reason for change             |
|------|--|-------------------------------|
| 01.0 | Introduction - Conformity w/Laws & Legal Documents | Incorporate 10.0              |
| 16.0 | Fiscal Management                                  | CC&Rs and §5500 + Appx        |
| 17.0 | Reserve and Operating Funds, Authority to Spend    | Simplify + §5510 + Appx       |
| 18.0 | Policies, Enforcement of                           | Simplify - 1 fine rate + Appx |

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|      |  |                               |
|------|--|-------------------------------|
| 42.0 | Carport, Garage Spaces                 | CC&Rs cleanup, simplify       |
| 43.0 | Parking                                | CC&Rs cleanup                 |
| 53.0 | Balcony, Porches and Entry Walkways    | combine 53, 54, old 55        |
| 55.0 | Chairlifts                             | New RR (we reused #55)        |
| 91.0 | Contractors - Worksite Rules           | Simplify - refer to MOD rules |
| 92.0 | Work Orders, Contracts & Change Orders | Comply with 17.0              |

**Moved, Seconded, Carried 5-0**

A motion was made to approve deletion of the following Rules and Regulations:

| RR #   | Rules and Regulations                          | Reason for Delete  |
|--------|--|--------------------|
| 10.0   | Laws and Legal Documents, Conformity With      | absorbed into 01.0 |
| 16.0-A | Fiscal Policy                                  | absorbed into 16.0 |
| 17.0-A | Authority to spend reserve and operating funds | absorbed into 17.0 |
| 18.0-A | Enforcement of policies                        | absorbed into 18.0 |
| 91.0-A | Work site rules for contractors                | absorbed into 91.0 |

Note -A denotes Appendix

**Moved, Seconded, Carried 5-0**

- 2. Rossmoor Solar Initiative:** The Board discussed the Rossmoor Solar Initiative and whether or not Mutual 39 should engage in the opportunity for Mutual Wide Solar. A motion was made to appoint an Ad-Hoc Solar committee whose function will be to explore the idea and report back to the Board for further discussion at the next meeting. Members of the committee will be Claire Wolfe, John Rice, and Barbara Johnson.

**Moved, Seconded, Carried 5-0**

- 3. Project Merger Proposal from Third Mutual P34:** The Board discussed that Third Mutual P34 has proposed a possible merger into Mutual 39. Project 34 is 10 units and consists of Entry 1 on Terra California Drive. The merger requires a vote of approval by both memberships, including the disengagement process of Project 34 as defined in the Third Mutual Policies. A motion was made to further explore the merger.

**Moved, Seconded, Carried 5-0**

- 4. Discussion on Proposed Mutual 39 Website:** The Board discussed the proposed Mutual 39 website with the Communications Committee. A motion was made to commission the Communications Committee to first establish a quarterly newsletter and then finish the proposed Mutual 39 website for Board review prior to going live.

**Moved, seconded, Carried 5-0**

- 5. Motion for Compliance with Civil Code 5500 (Review of Monthly Financials):** A motion was made to certify that the Board is in compliance with Civil Code 5500 by

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review of the monthly financials January 2021 through March 2021.

**6. Moved, Seconded, Carried 5-0**

**Adjournment**

President Wolfe adjourned the organizational meeting at 3:31 p.m.

**Secretary's Certificate**

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.



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**Assistant Secretary  
Mutual 39**