

THIRD WALNUT CREEK MUTUAL

REGULAR SESSION MEETING MINUTES OF THE BOARD
MONDAY, OCTOBER 8, 2018 AT 9:00AM
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

Call to Order

President Bank called the Regular Meeting of the Board of Directors of Third Walnut Creek Mutual (TWCM) to order at 9:02 a.m.

Roll Call

Directors Present:

Judy Bank, President XV (2019)	Claire Wolfe, Director District XII (2020)
Gery Yearout, Vice President District XI (2018)	Matt Kaplan, Director District V (2019)
Hillery Trippe, Treasurer District VII (2018)	Ron Mucovich, Director District IV (2020)
Arlyss Rothman, Secretary District IX (2019)	Kay Barthold, Director District XII (2020)
Toby Dicker, Director District VIII (2020)	James McFarland, Director District III (2021)

Directors Absent:

Christine Monsen, Director District XIV (2019)
Chuck Decker, Director District X (2021)

Also Present: Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief Financial Officer; Clayton Clark, Building Maintenance Manager; Kelly Mattison, Board Services Coordinator.

Members' Forum

Residents were afforded the opportunity to express their general concerns and make comments. The topics discussed in members' forum were: garbage, registering 5 projects, elections, and landscape contract.

Approval of Meeting Minutes

President Bank asked for any corrections and/or additions to the following minutes:

Regular Meeting of the Board	September 17, 2018
Executive Session Meeting of the Board	September 17, 2018

The aforementioned meeting minutes were approved with one motion.

Moved, Seconded, Carried 10-0

President's Report

President Bank reported on the topics recently discussed in the September 24th President's forum: earthquake insurance, real estate investors and the 1031 exchange program, and a possible wild boar that caused damage to M61's landscaping.

Secretary's Report

No report was presented.

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Treasurer's Report

Treasurer Trippe gave the following treasurer's report:

Based on the financial information prepared by MOD, Third Walnut Creek Mutual had an adjusted bank balance of \$15,055 as of September 30, 2018. Significant payments during the month were \$7,476.00 for legal fees and printing costs.

As of the most recent report, Owner Billables were \$81,561 of which \$55,561 have been owed for over 90 days. Project directors receive information on owner billables for their projects including the status of collection efforts. Project directors can get further information and work with MOD on individual situations and collection efforts.

Budget and Finance Committee Report

No report was presented. Please refer to the Treasurer's report.

Building and Maintenance Committee

No report was presented.

Landscape Committee

Director Yearout reported that the committee has been working on the putting together the scope of work for bidding the maintenance contract and will give their recommendation to the Board. Steve Ormond has been working on maps for the bidding process. The bids will be project specific. The recommendation to the Board will be in November and the contract will need to be selected in December.

Governing Documents Committee

Director Bank reported that the committee did not meet last month and that an update on the governing documents will be discussed in Old Business later in the meeting.

Alterations Permit Application Review Committee

Director Barthold reported that the Mutual is receiving many alteration application requests.

Communication Committee

Director Rothman reported the committee will get back to focusing on articles in the Rossmoor News.

Emergency Preparedness Committee

Director Rothman reported on the recent EPO fair and the mini lectures that were given by the committee: what's safe water, emergency financial first aid kit, oxygen usage, and how to set up a cache.

Old Business

- a. **Latest Update on Governing Documents:** The Board announced that they hired Ann Rankin for a second legal opinion on the next steps. Judy and the Board office gathered and scanned archived documents of Third Mutual's formation to the new firm. The Board will be reviewing at least two opinion letters in executive session. Director Bank reminded

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the Board that recording of the master CC&Rs will need to be approved by the GRF Board of Directors.

- b. **Latest Update on P39 Disengagement:** Director Wolfe announced that the P39 disengagement committee met last Monday to approve the most recent version of the P39 disengagement agreement. The committee will meet again tomorrow to set the date for balloting.
- c. **Directors Reports on Completing Follow Up for Policy 64:** Director Yearout reminded all directors of the pending October 31st deadline to follow up on enforcement of this policy and went over the process again. Sang Electric is the electrician used by MOD to check any electrical wiring or junction boxes that might be getting overloaded by electric golf cart and electric vehicle charging on common area electricity. Sang can be contacted at (925) 890-4164. It was discussed that the deadline for enforcement should be extended. A motion was made to extend the deadline for following up on policy 64 to November 30th.

Moved, Seconded, carried 10-0

Next Board Meeting

The next Regular Meeting of the Board was scheduled on Veteran's Day November 12, 2018 and the administration building will be closed. The Board will reschedule the November meeting for Tuesday November 6, 2018 @ 9 a.m. in the Gateway Board Room.

Adjournment

There being no further business, the Regular Meeting of the Board was adjourned at 10:54 a.m. and the Board moved into Executive Session.

Executive Session Summary

An Executive Session was held following the regular meeting where the Board discussed legal matters.

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.



Assistant Secretary

Third Walnut Creek Mutual