

WALNUT CREEK MUTUAL NO. FORTY

MEETING MINUTES OF THE BOARD
THURSDAY, DECEMBER 9th, 2021, AT 2:00PM
CLUB ROOM – CREEKSIDE CLUBHOUSE
1010 STANLEY DOLLAR DR – WALNUT CREEK, CA 94595

Call to Order

President Yearout called the meeting to order at 2:02 p.m.

Directors Present

Gery Yearout – President
Joe Tracy – Vice President
Susie White – Secretary
Gregory Gould – Director

Directors Absent

Scott Gragg – Treasurer

Staff Present

Paul Donner, Mutual Operations Director, Clayton Clark, Building Maintenance Manager, Joel Lesser, CFO and Lucy Limon, Board Services Coordinator.

Approval of Minutes

1. Regular Meeting held on October 28, 2021

Moved, Seconded, Carried 4-0

Members Forum

Members were afforded the opportunity to express their concerns and make comments. Topics included minutes posted on the web and recycling.

President's Report

President Yearout reported the following:

Gery briefly reported on the updates to the Rossmoor website to make all Mutual websites uniform. Changes will be complete in early 2022.

Treasurer's Report

No report was given.

A motion was made to certify compliance of Civil Code 5500 by review of the October 31, 2021, financial statements by at least two board members.

Moved, Seconded, Carried 4-0

Committee Reports

1. **Finance/Audit Committee Report – Scott Graff:** No report.

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- 2. Landscape Committee Report – Susie White:** Plant replacement proposal has been sent to Gery for signature. Susie and the landscape committee to meet with Rebecca Pollon to determine what junipers need to be addressed immediately.
- 3. Governing Documents Committee Report – Gery Yearout:** No report was given.
- 4. Building Maintenance Committee Report – Joe Tracy:** No report was given. Clayton Clark gave the following report:

For the month of December

Area 40:

- ❖ Investigating leak issue between 625 and 633 TCal.
- ❖ Specialty Inspections to inspect buildings for 2022 rehab in entry 12.
- ❖ 3 rain leaks: downspout, roof, and skylight.

Area 41

- ❖ 1 rain leak at 2641 Saklan.

General:

- Waiting on SB326 Deck inspection reports from Structural Engineer
- Gutter cleaning in progress.

- 5. Alterations Committee Report – Greg Gould:** No report was given.
- 6. Emergency Preparedness Committee – Greg Gould:** Jane Moran volunteered to join the committee.

New Business

- 1. 2022 Budget Presentation:** Mutual Operations Director Paul Donner presented the approved 2022 Budget for the total basic assessment and provided the reasoning and method of operation used to draft the budget.
- 2. Discussion/Approval of Standardized Mutual Landscape Policy:** The Board decided to review this further. Gery to investigate if this policy could be a standard.
- 3. Policy 61 & Policy 64 Updates:** Vice president Tracy advised that he would follow up with TWCM's policies as they are reviewed and updated.

Announcements

The next scheduled meeting will be Thursday, January 20th, 2022, at 2:00 p.m., Club Room at Creekside.

Adjournment to Executive Session

There being no further business, the meeting was adjourned at 3:55 p.m. and the Board moved into executive session

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Executive Session Summary

The Board met in executive session to discuss member organizational matters.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Board of Directors Meeting.

Lucy Limon

Assistant Secretary

Walnut Creek Mutual No. Forty