



## Walnut Creek Mutual Forty

MEETING MINUTES OF THE BOARD  
THURSDAY, JULY 25, 2024, AT 1:00 PM  
MULTIPURPOSE ROOM #3  
GATEWAY COMPLEX, WALNUT CREEK, CA 94595

### **Call to Order**

President White called the meeting to order at 1:03 p.m.

### **Directors Present**

Susie White – President  
Greg Gould – Vice President  
Pam Jester -Treasurer  
Nancy Herney – Secretary  
Kathy Parish – Director

### **Staff Present**

Jeroen Wright, Director of Mutual Operations  
Clayton Clark, Building Maintenance Manager  
Bud Baxter, Budget Manager/Analyst  
Charice Jimenez, Interim Board Services Coordinator

### **Approval of Minutes**

1. Board Meeting Minutes of June 20<sup>th</sup>, 2024
2. Executive Meeting Minutes of June 20<sup>th</sup>, 2024
3. Special Board Meeting Minutes June 28<sup>th</sup>, 2024

Ms. Parish made a motion and Ms. Herney seconded to approve the minutes to the aforementioned Board Meetings. **Approved 5-0.**

### **President's Report**

President White reported the following:

The dog days of summer have arrived! I' m sure you are all groaning about your electric bills, but we are so lucky to have air conditioning!

I' d like to thank Nancy Herney and Cynthia Schneider who completed a study of parking availability throughout the Mutual. I also need to thank Greg Herney who was roped into assisting. Nancy will report on the results of the study later in the meeting.

Our home sales continue, and we have little to complain about. I did a quick look at our leases and at the present time we have only two rentals in the entire mutual. Realtors often ask about this. We have had other realtor inquiries including one about our roofs—Our roofs were installed gradually, and most



## Walnut Creek Mutual Forty

have at least 20 more years before the need to replace them begins.

This is where future planning and budgeting fit in. Our finance committee is currently working with Clayton Clark and the Building Maintenance Committee on projections for costs such as this and other life expectancies for our buildings and infrastructure for the Helsing Report. When you receive your annual budget packet, you will see this at the back of the report. We are already working on our 2025 budget.

We have a busy meeting this month, and I have decided to limit Member Forum comments to 2 minutes so we can get out of here quickly. I hope we will continue this practice because your comments often spur us on to additional investigations for you such as the parking problem in Terra California Entry 12.

### **Treasurer's Report.**

Ms. Jester reported the following:

Mutual 40 continues to be in good standing financially. The operating fund is currently \$373,000 and our reserve fund is \$1,894,000. We have nearly \$1.2M invested in U.S. Treasuries and will be preparing to reinvest one Treasury Bond that matures in September, 2024. Income is slightly above budget and expenses are slightly below.

### **Director's Report:**

Mr. Wright stated that budget tracking in 2025 will be more exact because MOD will begin building in seasonal tracking. Currently all budget items are allocated evenly on a 12 month basis. The seasonal approach will result in a much realistic view of how we are performing to budget.

NetSuite implementation is moving along towards a January 1, 2025 date for going live. Mr. Baxter added that the budget process is moving along. Ms. White to provide Bud with dates the Board be will be available to attend budget meeting(s).

Mr. Clark noted that the outside lighting in Entries 2 and 10 on Saklan Indian will soon be replaced with LEDs and the plastic covers will be replace with ones that will not yellow when exposed to sun and heat.

### **Finance Committee Report:**

Nothing to report.

### **Committee Reports**

#### **Landscape Committee:**

Nothing to report



## Walnut Creek Mutual Forty

### **Governing Documents Committee:**

Nothing to report.

### **Building Maintenance Committee:**

Mr. Kern reported that Hillary Dreyfus and Tom Nicholson have joined the Building Maintenance Committee. Ms. White made a motion to approve those new members, Ms. Herney seconded, **approved 5-0.**

### **Alteration/Architectural Review Committee:**

Mr. Gould reported that there have been 4 Alterations Permits submitted in the last month.

### **Emergency Preparedness Committee:**

Ms. Parish reported the following:

#### EPO July Committee Report

On July 10th the Committee sponsored an event "Your Smart Phone Can Save Your Life". Sandra Hauserman, was the speaker and members of the committee were there to help the residents input important health information in their devices. We also learned about fast ways to contact Emergency Services and other hidden features of our phone. The feedback from the attendees was positive and Sandra has now added this class to her Computer Club Curriculum.

The next meeting is this afternoon at 4:00 in the Bunker Room. All are welcome to attend.

Respectfully Submitted,

Kathy Parish

### **Recycling and Green Committee:**

Nothing to report.

### **Old Business**

Status of Guest parking on Terra California Entry 12:

All Entry residents were notified and given the opportunity to comment on the request from residents in building #641 to change 4 unrestricted spaces to Guest Only spaces. Of the 4 comments returned no one saw a necessity to change the parking allocation as the construction that has been underway for over 18 months is now complete. In addition, Ms. Herney presented a Mutual wide analysis of the parking in each entry. The data, while helpful, was not conclusive because of the unique location (proximity to street parking) and make up (number of building and units). It was noted that there are some similarities between Entry 11 and Entry 12 Terra California based on number of buildings and units, however the proposed change would result in too few unrestricted spaces for the entire Entry. Visual observations through the last 30 days turned up only 2 occasions when all 4 spaces being requested were full.

Ms. Herney made a motion to vote on designation 4 unrestricted spaces adjacent to building 641 to Guest only, Ms. White seconded. The vote was **4 against, 0 in favor, 1 abstaining.**



## Walnut Creek Mutual Forty

### **New Business**

1. Renew the Legal contract between Mutual 40 and Adams Stirling Law firm. Ms. White moved to approve the aforementioned, Mr. Gould seconded, **approved 5-0.**

2. Approved the Helsing Sustainment Renewal Program. Ms. White moved to approve the aforementioned, Ms. Jester seconded, **approved 5-0.**

3. Committee Appointments. New members were approved by a prior motion for the Building Maintenance Committee. No new members are being added to the Finance Committee nor the Governing Documents committee.

### **Member's Forum:**

1. Landscape
2. Parking
3. Entry Paving

### **Executive Session**

The Board met in executive session to discuss member matters.

### **Announcements**

The next scheduled Board meeting will be on August 22, 2024, at 1:00 pm in the Boardroom at the Gateway Complex.

### **Adjournment**

With no further business, the open meeting was adjourned at 1:55 p.m.

Nancy Herney

---

Secretary

Walnut Creek Mutual No. Forty