

**ANNUAL MEETING OF THE MEMBERS
WEDNESDAY, APRIL 17th, 2024, AT 2:00 PM
FAIRWAY ROOM AT CREEKSIDE
1010 STANLEY DOLLAR DR.**

MINUTES

A. CALL TO ORDER

President Ford called the meeting to order at 2:04 pm.

B. ROLL CALL

Directors Present:

Sonya Ford, President
David Bartlett, Vice President
Rick Boyer, Treasurer
Judy Rolke, Director at Large

Directors Absent:

Tim Andrews, Secretary

MOD/GRF STAFF PRESENT

Jeroen Wright, Mutual Operations Director
Lucy Limon, Board Services Coordinator
Charice Jimenez, Interim Board Services Coordinator
Rick West, Building Maintenance Manager
John Tawaststjerna, Landscape Manager

C. CERTIFICATION OF NOTICE OF MEETING

Assistant Secretary Lucy Limon announced:

A Call for Candidates was published in the December 27th, 2023, January 3rd, 2024, and January 10th, 2024, editions of the Rossmoor News. The Mutuals' Board Office received two board nominations from the membership, Judy Rolke and David Bartlett.

A second notice of nomination was mailed to all members on February 20th, 2024.

Judy Rolke and David Bartlett will be seated on the Board at the Organizational Meeting via acclamation.

In accordance with DS, Mutual 48 was eligible to appoint by acclamation for the 2024 election. therefore, a ballot was not mailed.

In accordance with Corporations Code § 7511(b), a notice of the Annual Meeting was mailed to the membership on April 5th, 2024.

D. ANNOUNCE ELECTION RESULTS

Assistant Secretary Lucy Limon announced:

Judy Rolke and David Bartlett were appointed to the Board via acclamation.

E. REPORTS OF OFFICERS & COMMITTEES

a. **President’s Report** – Sonya Ford Provided the following Report:

The Board of Directors has had a busy year. Our decisions were based on due diligence and guidance from the GRF staff.

Board of Director meetings are the third Wednesday of the month at 2 p.m. at MOD and are open to all residents. The agenda includes time for resident comments.

A few of the items the Board addressed in the past year:

The Budget. We projected operating costs considering previous year expenses, inflation, increased vendor costs and the age of our buildings and the need to maintain a healthy reserve.

We have a 10-year expenditure plan that covers a multitude of items, e.g., new roofs, painting, paving, decks, electric panels, lighting. The plan uses the Helsing Report guidelines and is geared to our Mutual’s specific needs.

This year the Mutual 48 Policies were updated to reflect new laws and changing times.

SB326 required that decks be inspected. Ficcadenti Waggoner and Castle (FWC) structural engineers inspected the Mutual 48 decks in two Phases and provided MOD with a report for each Phase which listed necessary repairs.

Phase I repairs have been completed. This work took longer than anticipated due to bad weather and extensive dry rot.

Phase II repairs will be scheduled soon. Manors identified as needing deck repair will be notified of their start date. Repairs will also be done in the building common areas.

Mutual 48 is a great place to live. Your Board is committed to keeping it that way.

b. **Financial Report** – Rick Boyer Provided the following Report:

Mutual 48 Financial Report			March 31, 2024
	Actual	Budget	Variance
<u>Income Statement - Operating</u>			
YTD Revenue	\$218,109	\$214,815	\$3,294
YTD Expense	\$184,958	\$200,937	\$15,979
YTD Net	\$33,151	\$13,878	\$19,273
<u>Income Statement - Reserve & Investments</u>			
YTD Revenue	\$71,047	\$59,536	\$11,511
YTD Expense	\$55,760	\$86,185	\$30,425
YTD Net	\$15,287	(\$26,649)	\$41,936
<u>Balance Sheet</u>			
Operating	\$236,982	\$224,168	\$12,814
Reserve including investments	\$868,153	\$829,216	\$38,937
Total net worth	\$1,105,135	\$1,053,384	\$51,751
Interfund borrowing	\$0		
Aged receivables / Delinquencies	\$722	All less than 30 days	

<u>Items of note:</u>			
YTD Reserve expense reflects billed amounts. M48 has committed to more than is reflected in the statements.			

c. Landscape Report:

- Sonya Ford provided an update regarding current landscape events including the completion of sprinklers, the replanting of plants will begin next week.
- John Tawaststjerna provided an update on ConFire shaded fuel burn timelines and recommended that residents sign up for Nixle to receive up to date information regarding fuel burns.

d. Building Maintenance/Alterations Report – Rick West Provided the Following Report:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. SB326 Raised Component Inspections. Contractor FWC.
Phase I - 2022 Inspection Cost \$28,144.00 / Phase II -2023 Inspection Cost \$28,736.00.
Phase I & II inspections Completed, and reports received. Mutual 48 is now in SB3 Compliance.
Phase I - Project was awarded to GBG Construction \$78,555.93 **Work Currently in Progress.**
Phase II - Project was awarded to GBG Construction \$58,648.71 **Work Scheduled.**
2. Asphalt Repairs and Sealcoat Project Entry 19 & 20 - Contractor: Black Diamond Paving.
Total cost of \$17,379.00 Schedule: E20 Monday, June 10 - E19 Monday, June 17. 2024.
3. Main Electrical Panel inspection. Contractor: KR Electric Recommendations for replacement of main panels.

2024 Budget \$53,000.00

3250 Ptarmigan Units 1A, 1B, 2A, 2B & House Meter Findings: -Loose bussing & breaker on 2B. - Discoloration on 2B bussing. -Melted wire on House Meter circuit breaker. - Incorrect circuit breaker on House Meter with loose connection. -All circuit breakers are in poor condition. Removal & Replacement of Main Service Panel & Circuit Breakers- 600amp 6meter Unit.

TOTAL \$11,110.54

3266 Ptarmigan Units 3A, 3B, 4A, 4B & House Meter Findings: -Loose bussing & breaker on 3B. -Discoloration on 4B bussing. -Homeowner of 4B informed us that he has electrical issues regularly. Quick duration power outages, signs of loose connection inside main panel. -All circuit breakers are in poor condition. Removal & Replacement of Main Service Panel & Circuit Breakers- 600amp meter Unit.

TOTAL \$11,127.19

3258 Ptarmigan Units 3A, 3B, 4A, 4B & House Meter Findings: -Loose bussing & breaker on 4B.m -Discoloration on 4B bussing. -All circuit breakers are in poor condition. Removal & Replacement of Main Service Panel & Circuit Breakers- 600amp 6meter Unit.

TOTAL \$11,077.43

4. Location: Unit 3226, 2B Description: RFC#1 Unit 3266, 2B 1). Dedicated framing at stair walls 2). Remove and replace approx. 28 SQ. FT. of stucco 3).6x6x10 New Posts 4).2X6x10 Framing Studs 5). New Scupper The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated. Any amendments made to this document must be initiated in order to be considered approved by both parties. The Contract will be increased by 3 working day(s). Upon approval the sum of \$3,791.90 will be added to the contract price. Original Contract

\$32,532.21 Other Approved Change Orders \$0.00 Total Contract to Date \$32,532.21 This Request \$3,991.48. 5% Good Customer Discount: \$199.57

Total Request: \$3,791.91

5. Location: Unit 3266, 3A Description: RFC#2 Unit 3266, 3A 1). Re-Coating deck approx. 120 sq. ft 2). New deck to wall 3). New Scupper 4). Two new saddles 5). 6x8x12 Doug Fir 6). Remove and replace approx. 15sqft of stucco 7. Drip Edge

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated. Any amendments made to this document must be initiated in order to be considered approved by both parties. The Contract will be increased by 3 working day(s). Upon approval the sum of \$7,291.14 will be added to the contract price. Original Contract \$32,532.21 Other Approved Change Orders \$0.00 Total Contract to Date \$32,532.21. This Request \$7,674.89 5% Good Customer Discount: \$383.74

Total Request: \$7,291.14

6. Location: Unit 3258, 3B Description: RFC#3 Unit 3258, 3B 1). Decayed framing by stairs 2). Remove and replace additional stucco 3). 2x6x8 Doug Fir 4). New Scupper 5). Two new stair saddles 6). 1/4x4X8 plywood 7. Forti Flash 6". The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated. Any amendments made to this document both parties. The Contract will be increased by 3 working day(s). Upon approval the sum of \$1,954.59 will be added to the contract price. Original Contract \$32,532.21 Other Approved Change Orders \$0.00 Total Contract to Date \$32,532.21 This Request \$1,954.59 5% Good Customer Discount: \$97.72.

Total Request: \$1,856.87

- e. **Solar Report** – Rick Boyer provided the following Solar Report:

There is currently one new application for solar. He also addressed the concerns of several members who had received a letter from MOD regarding insurance certificates. Noting that if you have solar you must provide proof of liability insurance to MOD.

- f. **Social Report** - Alice Lowe provided the following Social Report:

There are 3 upcoming social gatherings. More information to come.

- g. **Vehicle Charge Station Report** - David Vereeke provided the following Vehicle Charging Station Report:

Changes in EV and advanced capabilities to charging stations has eliminated the common EV fear of being stranded due to lack of efficient charging stations. He extended an invitation to an event where members will have the opportunity to inspect and drive new EV's here in Rossmoor.

- h. **Recycling & Waste Report** – no report

F. ANNOUNCEMENTS

An organizational meeting will directly follow this meeting

The next board meeting will be held on Wednesday, May 15th, 2024, at 2:00 p.m. in the MOD LCR.

G. ADJOURNMENT TO ORGANIZATIONAL MEETING

President Ford adjourned meeting at 2:34 p.m. The Board then moved into an Organizational Meeting.

**ORGANIZATIONAL MEETING OF THE BOARD
WEDNESDAY, APRIL 17TH, 2024
FAIRWAY ROOM AT CREEKSIDE
1010 STANLEY DOLLAR DR.**

MINUTES

1. ROLL CALL

Directors Present: Sonya Ford, President
David Bartlett, Vice President
Rick Boyer, Treasurer
Judy Rolke, Director at Large

Directors Absent: Tim Andrews, Secretary

2. SELECTION OF OFFICER POSITIONS

A separate motion was made to appoint Board members to the following officer position for the term of one-year:

- a. PresidentSonya Ford
- b. Vice President.....David Bartlett
- c. Secretary.....Tim Andrews
- d. Treasurer.....Rick Boyer
- e. Director at Large.....Judy Rolke

Moved, Seconded, Carried 4-0

3. APPOINTMENT OF ASSISTANT TREASURER

A motion was made to appoint Amanda Davis as the assistant Treasurer.

Rick Boyer Moved, Sonya Ford Seconded, Carried 4-0

4. APPOINTMENT OF ASSISTANT SECRETARY

A motion was made to appoint Charice Jimenez as the Interim Assistant Secretary during Lucy Limon’s maternity leave.

Sonya Ford moved, David Bartlett seconded, Carried 4-0

5. APPOINTMENT OF COMMITTEE MEMBERS & CHAIRMAN

A sperate motion was made to appoint the following to Committee Member and Chairman:

- a. Landscape Committee.....Sonya Ford
- b. Building Maintenance/Alterations Committee..... Sonya Ford
- c. Solar Committee.....Rick Boyer
- d. Social Committee.....Alice Lowe
- e. Vehicle Charge Station Committee.....David Vereeke
- f. Recycle & Waste Committee.....Tim Andrews

Moved, Seconded, Carried 4-0

6. APPROVAL OF MINUTES

a. Regular Meeting Minutes of March 20th, 2024

A motion was made to approve the aforementioned minutes.

Rick Boyer Moved, Judy Rolke Seconded, Carried 4-0

7. OLD BUSINESS

8. NEW BUSINESS

9. MEMBERS FORUM

Residents were afforded the opportunity to express their general concerns and make comments. Topics discussed include: Insurance and proof of liability insurance for solar.

10. ADJOURNMENT

President Ford adjourned the meeting at 3:27 pm.

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