

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, DECEMBER 15, 2021, AT 2:00PM
MOD – LARGE CONFERENCE ROOM
800 ROCKVIEW DR – WALNUT CREEK, CA 94595

Call to Order

President Ford called the meeting to order at 2:01 pm.

Roll Call

Directors:

Sonya Ford, President
Richard Pancoast, Vice President
Ron Schwartz, Treasurer
Dave Vereeke, Secretary

Directors Absent:

David Bartlett, Director at Large

Committees:

Sonya Ford, Landscape Maintenance
Richard Pancoast, Building Maintenance/Alterations
Kathleen Stumpf, Social (Absent)
John Mosher, Emergency Preparedness (Absent)
David Vereeke, EVCS Committee & Solar
Tim Andrews, Recycling & Waster Champion

Also Present: Paul Donner, Mutual Operations Director, Rick West, Building Maintenance, Manager, Joel Lesser, Chief Financial Officer and Lucy Limon, Board Services Coordinator

Approval of Meeting Minutes

President Ford if there were any additions or corrections to the following minutes:

Regular Meeting of the Board.....November 17, 2021

Moved, Seconded, Carried 4-0

Members Forum

Residents were afforded the opportunity to express their general concerns and make comments. No Comments were made.

Treasurer's Report: Ron Schwartz

Ron Schwartz gave the following report:

DEC 2021 MUTUAL 48 TREASURER REPORT
Financial Report as of---10/31/2021

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	JULY	AUG	SEPT	OCT
operating fund balance	\$34,719	\$44,239	\$38,975	\$37,827
reserve fund balance	\$532,439	\$546,851	\$561,261	\$572,454

Petty Cash Fund: (as of 11/29) \$351.12 (Holiday party was break-even)
on loan, reserve fund to operating---00 (paid back in Oct)
Investments (Reserve fund) \$200,000
Receivables-- \$8732 (\$8954.02 received 12/10/2021)

items to watch:

PG&E OCT: YTD Actual \$8267. YTD budget \$4770
(Need chairman of electrical use to monitor costs by meter by month)

Other items to note

Rcvd \$36,760 to offset PG&E damages---to be SPENT in 2022. ---GREAT JOB RICHARD

3306-3B AND 3A—over \$9000 (water and dry rot damage)

Collection—no action by board members, all collections through accounting and outside collection agency (SB 908 applies)

Requested Fee for detached garages of \$205 per year in mail shortly

ACTUAL VS BUDGET (YTD)

Operating: Favorable \$35,981 (Nov water bill of \$9021 Paid in Oct)
Reserve: YTD spent \$21,409, Annual Budget \$78,500

A motion was made to certify that the Mutual is in compliance with § 5500 by review of the October 31, 2021, Financial Report.

Moved, Seconded, Carried 4-0

Landscape Report: Sonya Ford

No report was given.

Building Maintenance Report: Rick West & Richard Pancoast

Building Maintenance Manager Rick West gave the following report:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. 3306 PT #3B - Balcony Deck New Excel Waterproof Coating Project.

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Contractors: GBG –Total cost to date \$9,035.83.00

Board voted NTE \$6,500.00 but two additional Change orders came in for \$2,535.83 This was due to the discovery of beam dry rot issues.

This was inspected and approved by The Structural Engineer from FWC.

This project has been completed but GBG determined from further water testing that the resident's slider was leaking. (Recommended that the owner replace the sliding glass door). New water damage in 3A was found after the Last storm.

2. Gutter Cleaning was completed in November by Outdoor Keepers.

MOD to send estimate replaced rusted gutter on carport across from Building 3306 PT.

Solar Committee

No report was given.

EVCS – Electric Vehicle Charge Station Committee

No report was given.

Emergency Preparedness Committee

No report was given.

Recycling and Waste Champion

No report was given.

Social Report

No report was given.

Old Business

No old business to report.

New Business

No new business to report.

Next Board Meeting

The next Board Meeting is scheduled for Wednesday, January 19, 2022, via Zoom.

Adjournment

President Ford adjourned the regular meeting at 3:06 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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Lucy Limon

Assistant Secretary
Mutual 48