

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, FEBRUARY 19, 2020 AT 2:00PM
MOD LARGE CONFERENCE ROOM
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

Call to Order

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

Roll Call

Directors Present: Sonya Ford, President
Richard Pancoast, Vice President
Ron Schwartz, Treasurer
Ellen Russell, Secretary
Bruce MacLeod, MacLeod

Committees: Sonya Ford, Landscape Maintenance
Richard Pancoast, Building Maintenance/Alterations
Norm King, Solar
Trudi Garland, Hospitality - Absent
John Mosher, Emergency Preparedness – Absent
David Vereeke, EVCS Committee
Tim Andrews, Recycling & Waste Champion

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager, Kelly Maki, Board Services Coordinator

Approval of Meeting Minutes

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

Regular Meeting of the Board January 15, 2020

The Board made a motion to approve the aforementioned minutes.

Moved, Seconded, Carried 5-0

Members Forum

Residents were afforded the opportunity to express their general concerns and make comments.

Treasurer's Report: Ron Schwartz

The December 31, 2019 PRELIMINARY Financial Report was presented as follows:

a) Operating: \$19,085
b) Reserves: \$402,859
c) Petty Cash: \$1,675.37

Items to watch:

Insurance, Telephone, and Elevators

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

A motion was made to certify that the Mutual is on compliance with §5500 by review of the December 31, 2019 PRELIMINARY Financial Report.

Moved, Seconded, Carried 5-0

Landscape Report: Sonya Ford

Sonya Ford reported that the annual rehab is scheduled for mid-April and they will be doing plant replacements. A walk with Rebecca Pollon was is scheduled in March for the rehab. The removal of the junipers is finished. There will be some lawn work done at 3306 where some of the lawn will be removed and plants will be added in it's place.

Building Maintenance Report: Rick West & Richard Pancoast

Building Maintenance Manager Rick West reported the following:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. **3324 PT - Elevator Modernization technical and Safety upgrades - Contractor: Otis Elevator Cost \$147,500.00. 3318 and 3324 – Back up battery installation consecutive with current project.
(Project start date was January 15th tentative reopening date is the end of February).**
2. **3274 PT - New Concrete Stair Treads – MOD to touchup paint and paint trim around new deck closet door at 2B. Project Not to exceed \$500 - Contractor: MOD. (scheduling pending on weather). COMPLETED**
3. **Some decks found to be stained from rusty water run- off from deck railings above. Scheduled to pressure wash all affected decks. Walk through scheduled for March.**
4. **Repainting of Deck railings to go out to bid with the board's approval. Contractors: SVP / Whit's Painting / Five Star / A-One Construction.**
5. **3324/ 3266 Trash Enclosure adjustments.
(Work scheduled). COMPLETED 2/21**
6. **MOD's Pest Control Dept. is still working on the woodpecker issues at 3318 PT Building.**
7. **SB326 - Balcony Inspection Discussion.**

Solar Committee

Norm King reported that the bills for the meter charges went out to the appropriate residents in January. Phase III will begin in April with 6 owners.

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

Hospitality Committee

No report was given.

Emergency Preparedness Committee

No report was given.

EVCS – Electric Vehicle Charge Station Committee

David Vereeke reported that the annual summary of expenses for the charge station will sent to the board soon.

Recycling and Waste Champion

Tim Andrews reported that education is ongoing for the recycling. There have been issues with recycling material being placed into plastic bags and then put in the containers, this is not allowed. The bills were discussed.

Old Business:

- a) **Presentation/Discussion of Solar & Battery pump Equipment:** David Vereeke gave a brief presentation to the Board.
- b) **Borrowing from reserves for Insurance:** The Board announced that this is not needed at this time.
- c) **Bylaws Review:** The Board discussed that the Bylaws are outdated. The Bylaws need to be revised to conform to the new Election laws and the Board discussed doing an amendment versus an entire revision. The Board will request a quote from their attorney.

President's Forum

No report was given.

Next Board Meeting

The next Meeting will be held on Wednesday, March 18, 2020 at 2:00 pm in the MOD Large Conference Room.

Adjournment

President Ford adjourned the regular meeting at 3:25pm.

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
Mutual 48**