

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD WEDNESDAY, JANUARY 20, 2020 AT 2:00PM ZOOM MEETING

Call to Order

President Ford called the meeting to order at 2:03 pm.

Roll Call

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

Committees: Sonya Ford, Landscape Maintenance
Richard Pancoast, Building Maintenance/Alterations
Kathleen Stumpf, Social
John Mosher, Emergency Preparedness - **absent**
David Vereeke, EVCS Committee & Solar
Tim Andrews, Recycling & Waste Champion

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and 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 December 16, 2020

The Board made a motion to approve the December 16th minutes.

Moved, Seconded, Carried 5-0

Members Forum

Residents were afforded the opportunity to express their general concerns and make comments. Topics discussed included solar.

Treasurer's Report: Ron Schwartz

Ron Schwartz reported that the December financials are still being completed by the accounting department and have not been received for review. A report will be given when they are received.

A motion was made to borrow \$30,000 from the Reserve Fund to pay for the 2021 insurance premium that is due now.

Moved, Seconded, Carried 5-0

A motion was made to extend any borrowing from the Reserve Fund in 2020 through the end of 2021.

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Moved, Seconded, Carried 5-0

Landscape Report: Sonya Ford

Sonya reported that plantings are taking place now and the committee is considering projects for next year.

Building Maintenance Report: Rick West & Richard Pancoast

Building Maintenance Manager Rick West gave the following report:

PENDING ITEMS: Proposals for Review or Approval

1. 3318 TG / 3324 TG Elevator Contracts - New revisions were sent and approved. Elevator ERU Presentation was completed for the board on 12/15/20. New motherboard was installed and tested in 3324. (Signed new 5 - year Otis Elevator Contracts on 1/14 /21).
2. Five Star inspections of possible water leaks and wood damage under Buildings 3258 Item # 1C 3266 Item # 1D 3282 Item # 1D 3306 Item # 1C3 3324 Item # 1A 3324 Item # 1D 3340 Items # 1E 3266 Item # 2A 3324 Item # 1F. (Five Star to send detailed report of findings).
3. 3306 PT Cooper Pipe and Ball House Replacement - Contractor: Five Star Cost \$2,840.00. (Project on hold until the Building Committee gives the ok to start).
4. 3324 PT - 3 Concrete wood expansion Joint Tripping Hazards. Contractor: Five Star - Cost \$1,040.00. (This project has been completed).

Solar Committee

Dave Vereeke reported that the new install of Phase 3 is happening now. Dave clarified that the solar bills get sent to owners by Tess Haskett.

EVCS – Electric Vehicle Charge Station Committee

David Vereeke reported on the amount usage since the last meeting.

Emergency Preparedness Committee

John Mosher had no report to give this month.

Recycling and Waste Champion

Tim Andrews had no report to give this month.

Social Report

Kathleen Stumpf no report to give this month.

New Business

Appoint Inspector of Elections for 2021 Director Election: A motion was made to appoint James Fletcher as the Inspector of Elections.

Moved, Seconded, Carried 5-0

Next Board Meeting

The next regular Meeting will be held on Wednesday, February 17, 2021 at 2:00 pm via Zoom.

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Adjournment

President Ford adjourned the regular meeting at 2:36 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.



**Assistant Secretary
Mutual 48**