

# WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD  
WEDNESDAY, MARCH 16<sup>th</sup>, 2022, 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 2:00 pm.

## **Roll Call**

### **Directors:**

Sonya Ford, President  
Richard Pancoast, Vice President  
Ron Schwartz, Treasurer  
Dave Vereeke, Secretary  
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, 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.....February 16, 2022

**Moved, Seconded, Carried 5-0**

## **Members Forum**

No comments were made

## **Treasurer's Report: Ron Schwartz**

No report was given.

- i. **Motion to certify compliance with Civil Code 5502:** During the year of 2022, The accounting department acting as an agent for Mutual 48, is authorized to make money transfer between the Mutual, GRF, MOD, landscape, utilities,

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insurance, and the approved banks without further requirements of the Board.  
**Moved, Seconded, Carried 5-0**

### **Landscape Report: Sonya Ford**

Paul Donner reported that a new landscape manager has been hired. John John Tawaststjerna will begin on March 24, 2022.

Sonya stated the rehab is scheduled for April 25<sup>th</sup>. We will add plants to the hill behind E19, replace some plants in E20 and do composting.

### **Building Maintenance Report: Rick West & Richard Pancoast**

Building Maintenance Manager Rick West gave the following report:

### **ACTION ITEMS: Proposals for review or Approval**

1. **Otis Elevator State Mandated 5-year Load Testing for Elevators 3318 PT and 3324 PT.**

**Cost \$ 3,692.00 for each elevator or \$7,384.00 for both elevators Total.**

**Board to vote to approve this proposal.**

### **INFORMATION ITEMS: Work scheduled, In Progress or Completed**

1. **Asphalt Sealcoat to go out to bid in March.**  
**Entry 20 - 2022 Budget for Phase I –\$ 24,000.00**  
**Entry 19 - 2023 Budget for Phase I –\$ 24,000.00**
2. **Interior and exterior Electrical Panel inspections are out to Bid.**  
**Contractors: Sang Electric / KR Electric / Pure Electric**  
**Estimates to be provided to the Board for approval.**
3. **SB326 Phase I - Raised Component Inspections scheduled for Summer 2022.**  
**Contractor FWC. Phase I 2022 Cost \$28,144.00 / Phase II 2023 Cost \$28,736.00.**

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4. **Roof Tune Up - Tile replacement. Missing or cracked tile. Replacement of any torn paper or felt material as needed. This project will include all 9 Buildings and Garages.**

**MOD Roofing Dept. was awarded this project for the estimated cost of \$7,777.00.**

**MOD is ordering multiple types of temporary restraint systems for the roofers to try.  
(Anchors have arrived and project will be scheduled).**

### **Solar Committee**

The Board welcomed Rick Boyer to the Solar Committee.

### **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, April 20<sup>th</sup>, 2022, in the Club Room at Creekside. This will be the Annual/Organizational meeting.

### **Adjournment**

President Ford adjourned the regular meeting at 2:58 p.m.

### **Secretary's Certificate**

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I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.

Lucy Limon

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**Assistant Secretary**  
**Mutual 48**