

**WALNUT CREEK MUTUAL NO. FORTY-EIGHT**

REGULAR MEETING MINUTES OF THE BOARD  
WEDNESDAY, SEPTEMBER 15, 2021, AT 2:00PM  
ZOOM MEETING

**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:** 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 & Waster Champion

**Also Present:** Paul Donner, Mutual Operations Director, Rick West, Building Maintenance, Manager, and Lucy Limon, MOD Hub Coordinator

**Approval of Meeting Minutes**

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

Regular Meeting of the Board.....July 21,2021  
Regular Meeting of the Board.....August 18, 2021  
Special Meeting of the Board .....September 1, 2021

**Moved, Seconded, Carried 4-0**

**Members Forum**

Residents were afforded the opportunity to express their general concerns and make comments. Comments included proof of vaccination at the gym.

**Treasurer’s Report: Ron Schwartz**

Ron Schwartz gave the following report:

**AUG MUTUAL 48 TREASURER REPORT  
Financial Report as of---7/30/2021**

**APRIL            MAY            June    JULY**

# WALNUT CREEK MUTUAL NO. FORTY-EIGHT

operating fund balance	\$22,581	\$20,684	\$37,943	\$34,719
reserve fund balance	\$493,328	\$507,249	\$518,133	\$532,439

Petty Cash Fund: \$659.99  
on loan, reserve fund to operating \$75,000  
Investments (Reserve fund) \$200,000  
Receivables-- \$8,732 (All over 60 days)

## items to watch:

PG & E over budget \$2,856  
WATER in 2021, actual bills \$39,672; budget \$42,077

## ACTUAL VS BUDGET (YTD)

Operating: Favorable \$8615  
Reserve: spent \$18,039, Annual Budget \$78,500

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

**Moved, Seconded, Carried 4-0**

## Landscape Report: Sonya Ford

Sonya Ford gave the following report:

The Mutual is scheduled for a rehab in October. Sonya advised that she is to meet with Rebecca Pollon to look over an area that needs to be refreshed.

## 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.**

**Contractors: GBG – Estimate 6,347.00**

**(Board voted NTE \$6,500.00 Contractor Scheduling with the resident).**

**2. 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.**

**(Project on hold pending temporary Anchor purchase).**

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## **Solar Committee**

Dave Vereeke briefly reported that other Mutuals are using M48's solar model as an example to follow. Phase III of solar is going smoothly.

## **EVCS – Electric Vehicle Charge Station Committee**

No report was given.

## **Emergency Preparedness Committee**

No report was given.

## **Recycling and Waste Champion**

Tim Andrews reported him and Sonya working together to have compost bins cleaned quarterly.

## **Social Report**

Kathleen Stumpf commented that Sonya has sent out emails and put-up posters inviting residents to the neighborhood get together. Lisa Lankford has arranged to let the Mutual borrow picnic tables. The holiday is still underway, the committee encourages residents to invite friends and neighbors.

## **Old Business**

Board Meeting Location:

The Board decided to hold their coming regular meetings in person at MOD in the Large Conference Room.

## **New Business**

Info from Tom Cashion:

The Board made a motion to approve the GRF installed evacuation zone signs.

**Moved, Seconded, Carried 4-0**

## **Next Board Meeting**

The next Board Meeting is scheduled for Wednesday, October 20, 2021, at MOD Large Conference Room. 2022 Budget Meeting is scheduled for Friday, October 22, 2021, in the Clubroom at Creekside.

## **Adjournment**

President Ford adjourned the regular meeting at 3:07 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.

Lucy Limon

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**Interim Assistant Secretary  
Mutual 48**