

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, NOVEMBER 15, 2017 AT 2:00PM
MOD LARGE CONFERENCE ROOM
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

Call to Order

President Burch called the meeting to order at 2:00PM

Roll Call

Directors Present: Robert Burch, President
Sonya Ford, Vice President
Henry Mei, Treasurer
Norm King, Secretary
Richard Pancoast, Director

Committees: Sonya Ford, Landscape Maintenance
Sheafe Ewing, Building Maintenance
Norm King, Solar
Trudi Garland, Hospitality
David Vereeke, Vehicle Charge Station - absent
John Mosher, Emergency Preparedness – absent

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

Approval of Meeting Minutes

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

Regular Meeting of the Board.....October 18, 2017
Special Budget Meeting of the Board.....October 25, 2017

The minutes to the aforementioned meetings were approved.

Moved, Seconded, Carried 5-0

Residents' Forum

A Resident's Forum was held for comments and questions from the membership.

Treasurer's Report: Henry Mei

The October 31, 2017 Financial Report was presented as follows:

a) Operating \$9,814
b) Reserves \$594,322

Landscape Report: Sonya Ford

Vice President Ford reported that the landscape rehab is finished. A walk through with the arborist will be done to identify some needed tree trimming building clearance. The front of 3266 is being fixed. Holiday trees will be decorated. The committee is looking for volunteers

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on the Sunday after Thanksgiving to help decorate the trees.

Building Maintenance Report: Sheafe Ewing & Rick West

Action Items:

1. Estimate presented to the board for monthly roof cleaning - Contractor Perfect Painting. Yearly Rate \$1,200 a month. That is \$14,400.00 a year. One time would only be \$2,150. Once every 6 months would be \$1,800.

This action item was tabled by the Board.

Work in Progress:

1. PGS - Gutter Cleaning is completed - MOD completed areas identified by PGS for gutters, downspouts repairs. Roto Rooter is in progress working on replacing clogged underground drains in 3 locations. 3306 clogged drain and seal hole at ground level were added. Also added scupper screens.
2. Deck coating on upper front landings for 3258 # 3 & 4 and 3266 # 1, 2, 3 E-19 - Contractor is EmpireWorks. Contractor should be able to complete the decks this year (weather pending). Cost \$13,500.00.

Completed:

1. 3266 4B - AMAC is waiting for stucco cure time of 29 days before painting. Perfect Painting deck coating is Complete.

Alterations Committee

No report was presented.

Solar Committee

Director King reported that there will be an informational meeting for Phase II on November 30, 2017 at 2 p.m. in the Gateway Board Room. There are about 10-11 owners interested and confirmed they will attend the meeting.

Hospitality Committee

Chairperson Garland reminded everyone that the Holiday Party is December 5, 2017 at Creekside and sign-ups are going on now.

Vehicle Charging Station Committee

No report was presented.

Emergency Preparedness Committee

No report was presented.

Presidents Forum

President Burch reported that a PG&E Energy Savings Program Presentation was given at the last President's Forum.

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New Business

There was no new business to discuss.

Next Board Meeting

The next Regular Meeting will be held on Wednesday, December 20, 2017 at 2:00PM in the MOD Large Conference Room at 800 Rockview Drive.

Adjournment

President Burch adjourned meeting at 2:52PM.

Secretary's Certificate

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



Assistant Secretary