

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

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

Call to Order

President Burch called the meeting to order at 2:00 p.m.

Roll Call

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

Directors Excused: Sonya Ford, Vice President

Committees: John Reppart, Emergency Preparedness
Sheafe Ewing, Building Maintenance

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Will Kim, 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 February 15, 2017
Executive Meeting of the Board February 15, 2017

The minutes to the aforementioned meetings were approved as submitted.

Moved, Seconded, Carried 4-0

Vehicle Charging: David Vereeke

David Vereeke a member of the Mutual presented information on the following topics related to vehicle charging stations: types of wall mounted charging stations, their engineering challenges, the affordability, risks, solutions, and suggestions.

A motion was made to approve the formation of a Vehicle Charging Committee and to appoint David Vereeke as the Chairman of the Committee for a term of one-year.

Moved, Seconded, Carried 4-0

Residents' Forum

Residents did not express their concerns or make comments.

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Financial Report: Paul Donner

The Financial Report was presented as follows:

- a) Preliminary February 2017 Financials
- b) Operating \$ 27,289.
- c) Reserves \$ 549,099.

Landscape Report: Sonya Ford & Rebecca Pollon

A report was not presented to the membership.

Hospitality Committee

The May Fiesta will be held on May 11th at 4:30 p.m. and refreshments will be served during the Annual Meeting on April 26th.

Building Maintenance Report: Sheafe Ewing & Rick West

- The Board reviewed estimate for new main line section installation, repainting all equipment, and estimate for yearly equipment maintenance. Tabled, pending a detailed breakdown (parts & labor) of estimate by Eastbay Pump and Equipment Company.
- Installation of 64 new 10-year hardwired smoke detectors to annunciators by Sang Electric has been scheduled for March 13th.
- 3318 PT 4A/4B and 3B: Rain Leak into bedroom window and kitchen window. MOD has been working with the residents. An estimate to elastomeric the stucco wall will be presented to the Board. Five Star's estimate for weather stripping windows at 4A & 4B for \$2,850.00 was recommended.
- 3266 PT #1B Front Landing Water Draining Issues: AMAC is scheduled to install a 2-piece metal cover plate off the front edge of stairs and the wall under the landing will be repainted. An estimate for Excel Pedestrian water proofing system to seal the landing concrete will be presented to the board.
- Carport Duralast roof build-up: Jim Hogue our independent roofing consultant was hired to inspect all 14-carport roofs. He will determine if the roofs can go a few more years. He will also put a scope of work together to go out to bid if needed.
- 3274 PT 1A: Termite Report update is still being processed through the Resale Department.

CSS Trash Enclosure Cleaning

The Board reviewed and discussed a maintenance contract with CSS for the cleaning of garbage enclosures at \$10 per enclosure. CSS found that an increase to what they charge per trash enclosure, per cleaning to \$10.00 was necessary.

A motion was made to approve the contract with CSS for the cleaning of garbage enclosures at \$70 per month.

Moved, Seconded, Carried 4-0

Alterations Committee

A report was not presented to the membership.

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Solar Committee

The plans were resubmitted to the City of Walnut Creek for approval, but wind tunnel tests have been requested.

Emergency Preparedness

Fifty-two members have signed up to restock their emergency preparedness bags and eight new members have purchased new bags.

Presidents Forum

A report was not presented to the membership.

Deductible Share Agreement

To provide a course of funding for the deductible (up to and including \$100,000) for specified losses covered by the Commercial Property Insurance, a motion was made to approve an agreement to share the deductible amount under the commercial property coverage part of the blanket insurance policies, with fifteen not-for-profit mutual benefit corporations, effective January 1, 2017.

Moved, Seconded, Carried 4-0

Next Board Meeting

The next board meeting will be held on Wednesday, April 19, 2017 at 2:00 p.m. in the MOD Large Conference Room.

Adjournment

President Burch adjourned meeting at 3:47 p.m.

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.



Secretary