

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, SEPTEMBER 20, 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 2:02PM

Roll Call

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

Committees: Sonya Ford, Landscape Maintenance
Sheafe Ewing, Building Maintenance
Norm King, Solar
John Mosher, Emergency Preparedness
Trudi Garland & Anne Long, Hospitality

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape 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 BoardAugust 16, 2017

The minutes to the aforementioned meeting 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 August 31, 2017 Financial Report was presented as follows:

a) Operating \$21,382
b) Reserves \$596,516

Landscape Report: Sonya Ford & Rebecca Pollon

Lawn Maintenance: Turf is being mowed weekly and edged every other week. Irrigation is ON and watering frequently during the hot spell. Please report suspected breaks or malfunctions to the work order desk.

Entry Maintenance: Entry maintenance crews are on their summer pruning schedules and

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weed treatment is ongoing. As leaves begin to fall crews will turn their attention to leaf cleanup.

Landscape Rehab: the Next MOD rehab days are in the beginning of October. Sonya and Rebecca have walked the mutual and identified small planting projects to undertake. If you have a request please contact your landscape representative.

Building Maintenance Report: Sheafe Ewing & Rick West

Work in Progress:

1. 3266 4B – Dry rot repairs on front landing being done by AMAC and not to exceed \$6,993.
2. Perfect Painting/ Empire Works estimates for deck coating all upper front landings for E-19 (on Hold)
3. 3318 PT 1C – Deck repair by State Roofing to complete the sealing of the upper deck (scheduling).

Completed:

1. Replacement of all carport Jelly Jar fixtures with LED fixtures by contractor San Electric not to exceed \$2,195.
2. New Stop Sign.
3. Professional Gutter Services August gutter cleaning.
4. 3258 4A – Alteration Awning lag bolts into stucco have been sealed.

Alterations Committee

There was no report given by the alterations committee.

Solar Committee

Communication with the panels is now active. Log on information can be given by Norm King. The Duralast inspection has been completed, documented, and re-certified.

Hospitality Committee

The committee is currently working on casual things for the fall season and the Christmas Party.

Vehicle Charging Station Committee

A summary of PG&E's Electric Vehicle Charge Network Program Grant was given by David Vereeke. The Board will consider the program if David Vereeke has enough interested members.

Emergency Preparedness Committee

John Mosher announced the walk out exercise that will take place on November 2, 2017 at PM. Flyers will be distributed to the members.

Presidents Forum

No report was presented.

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Adoption of Policy 28 and Revised Policy 9

A motion was made to adopt the revised Policy 9 pertaining to landscape and private gardens and Policy 28 pertaining to a fee schedule for violations of the governing documents. A 30 day comment period and drafts of the policies were mailed to all owners on July 26, 2017.

Moved, Seconded, Carried 5-0

EV Charging Stations

The Board was presented with a PG&E grant program for electric charging stations by the Vehicle Charge Station Committee. A motion was made to allow committee chairman David Vereeke to do more research on the program and contact members to see if there are enough interested parties to move forward.

Next Board Meeting

The next board meeting will be held on Wednesday, October 18, 2017 at 2:00PM in the MOD Large Conference Room.

Adjournment

President Burch adjourned meeting at 3:14PM.

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