

FIFTH WALNUT CREEK MUTUAL

BOARD OF DIRECTORS REGULAR MEETING

Friday, July 21, 2023 at 11:00 a.m.

**Gateway Clubhouse – Board Room
1001 Golden Rain Road, Walnut Creek, CA 94595**

MINUTES

1. Call to Order

2. Roll Call of Directors

Sandra Lew – President – Absent
Joy Todd – Vice President
Mary Fielder – Treasurer
Marlene Farrell – Secretary
Nancy Valencia – Director-at-Large

MOD Staff

Rick West – Building Maintenance Manager

3. Members' Forum – Joy Todd

Members were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and M.O.D. staff representatives. Comments included: Janitorial service with costs questioned. Explanations were given by the Board as to needs and justification of costs. West brought up the Grant for clearing trees and trimming the brush to prevent fire hazards. Farrell brought up an emerging issue for EV Power/Plug Ins for residents. It was decided that the Mutual needs an Electric Vehicle Policy. West stated that the Mutual should study existing policies in Mutuals 70 and 3. The Board agreed the Mutual needs to create an Electric Vehicle Policy and will begin the process.

4. Approval of Minutes

- a. Board of Directors Annual Member Meeting Minutes – June 16, 2023
- b. Board of Directors Organizational Meeting Minutes – June 16, 2023

First and second motions were made to approve the minutes as posted. Approved by unanimous vote. (4-0)

5. President's Report – Joy Todd

No report

6. Vice-President's Report – Joy Todd

No report

7. Secretary's Report – Marlene Farrell

No report

8. Treasurer's Report – Mary Fielder

May and June's budgets were presented. Both showing much improvement. The Board commended Fielder on handling the budget.

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First and second motions were made to certify compliance with Civil Code §5500. Approved by unanimous vote. (4-0)

9. Committee Reports

a. Landscape Committee – *Joy Todd*

Todd reported that the Mutual needs to think of changes that should be made, including moving some large rocks to better advantage. Fielder had purchased two new plants, and the Mutual needs to place them to their best advantage.

b. Building Maintenance – *Rick West*

West stated that the downspout bid is out and has an August 9th deadline. He also wants a new bid for gutter cleaning. "On Call" would be a new idea. Discussion was held on drains and downspouts. Very problematic and particular to each building. West is looking into the dates to resume refurbishing balconies. No dates yet firmed up.

c. Budget and Finance – *Mary Fielder*

No report

d. Alterations Committee – *Marlene Farrell*

No report

10. Old Business

No reports

11. New Business

a. Repairs within the manor are the members responsibility

Discussion on resident's unit go onto market. Family is requesting a meeting to have Mutual replace tub and plumbing. Rick West stated that the Mutual is not responsible for owners negligence.

b. Scaffolding Report Project delayed

No discussion

c. Firewise Program

No discussion

12. Announcements:

Next scheduled meeting will be held on Friday, September 15, 2023, at 11:00a.m. in the Board Room at the Gateway Clubhouse. This will be the Board of Directors Regular Meeting.

Paul Donner's retirement party is scheduled for August 1st.

Nancy Cook reported the scaffolding will be moved next week. 4C. Window replacement. She also reported that the window company has made satisfactory repairs to the plaster.

13. Adjournment

Having no further business, the meeting adjourned at 11:50a.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes.

Marlene Farrell

Board Secretary



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