

FIFTH WALNUT CREEK MUTUAL

EMERGENCY MEETING MINUTES OF THE BOARD WEDNESDAY, DECEMBER 9, 2020 AT 1:00PM ZOOM MEETING

Call to Order

President Todd called the meeting to order at 1:00 p.m.

Roll Call

Directors Present: Ted Todd
Sandra Lew
Mary Fielder
Marlene Farrell

Also Present: Kelly Maki, Board Services Coordinator; and Rick West, Building Maintenance Manager

Members' Forum

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board and M.O.D. staff representatives answered during the members' forum. No comments were made.

Approval of Downspout Repair at 1255 Avenida Sevilla

A motion was made to approve the downspout repair at 1255 AS in the amount of \$981 to be completed by A One Construction.

Moved, Seconded, Carried 4-0

President Authority to Approve Expenditures without Board Approval

Currently policy 17 states: For work orders or contracts with an anticipated cost of \$200 to \$900, MOD must obtain approval from the Mutual President unless the work is of an emergency nature. All contracts and work orders anticipated to cost over \$900 must be approved by the Board. If the board wishes to change this authority it would require a revision of policy 17. MOD Staff has agreed to include the entire Board on any expenditures for the time being.

Request from Owner to have the Mutual Repair HVAC Duct at 1209 Avenida Sevilla

The Board agreed that the HVAC Duct is an owner responsibility to repair.

Next Board Meeting

The next regular meeting will be held on Friday, January 15, 2021 at 11:00am via Zoom.

Adjournment

President Todd adjourned the meeting 1:28 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.

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Kelly Maki

Assistant Secretary