

FIFTH WALNUT CREEK MUTUAL

REGULAR MEETING MINUTES OF THE BOARD
FRIDAY, JANUARY 21, 2022, AT 11:00AM
ZOOM MEETING

Call to Order

Vice President Lew called the meeting to order at 11:03 a.m.

Roll Call

Directors Present: Sandra Lew
Mary Fielder
Marlene Farrell

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Joel Lesser, Chief Financial Officer and Lucy Limon, Board Services Coordinator.

Appointment to Board Vacancy

A motion was made to appoint Joy Todd to fill the vacancy on the Board cause by Ted Todd. Joy will finish Ted’s term, 2023.

Approval of Meeting Minutes

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

Regular Meeting MinutesNovember 19, 2021

The above minutes were approved as submitted.

Moved, Seconded, Carried 4-0

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.

President’s Report

A report was not presented.

Vice President’s Report

A report was not presented.

Secretary’s Report

A report was not presented.

Treasurer’s Report

Mary Fielder provided spreadsheets to the board for the financial reports of January 2021- November 2021. (See attached)

The Board made a motion to certify compliance with Civil Code 5500 by review of the monthly financials through November 30, 2021.

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Moved, Seconded, Carried 4-0

Landscape Committee Report

A report was not presented.

Building Maintenance Report

Rick West gave the following report:

ACTION ITEMS: Proposals for review or Approval

1. 1221 AS 2A, 3A – Installation of two new cleanouts with pop ups. These will be located on the exterior wall of the kitchen and painted the wall body color. Cleanouts and popups are important to prevent interior damage from clogged drain lines.

Contractors: Five Star – Estimate \$4,725.00 / Davis Plumbing \$0.00

Proposals presented to the Board for Approval.

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 2021 budget include \$45,250.00 for Deck Coating and \$ 17,575.00 for Exterior Deck Carpentry.

Contractor: GBG - Balconies Completed. 1221 AS 4C/ 1221 AS 3C / 1221 AS 3A / 1221 AS

Total Expenditures to date \$41,942.65

2. 1221 3B Flood - Bathroom sink stopped up with both faucets left running. Damage to 3B also Damage to Unit 3A Flood damage to ceiling of master bedroom, closet, vanity, both bathrooms, hallway, & office ceiling & wall behind bookcases in office. Damage to 4A Master closet walls and floor along with additional damages.

Contractors: Protera / AMAC / Steamatic / Eisen Environmental / MOD.

YTD Cost for this project \$26,936.30 This does not include MOD Supervision and admin. Fees. (All mutual damage has been repaired. MOD to continue monitoring progress and complete final inspection).

3. Inspection and estimate to replace all of the mutual Building Chimney Caps and Arrestors. Contractor: Charlie Dunn & Sons. Inspection Cost \$450.00

Estimate for replacing stainless steel Flue caps / shrouds and Spark Arrestors including Labor: \$11,283.00. (Project tabled pending further discussion by the Board).

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4. New 3-year contract with Outdoor Keepers for 2022 thru 2024 for a cost of \$4,500.00.

This includes Building Roof / Balcony and Carport Gutter and Downspout cleaning. Annual cleaning in November.

(November 2021 Cleaning Completed).

Reserve Study/Helsing Report

A report was not presented.

Budget and Finance Committee Report

A report was not presented.

Alterations Committee Report

A report was not presented.

Old Business

No old business.

New Business

No new business.

Next Board Meeting

The next meeting will be the Annual Meeting on Friday, March 18, 2022, at 11:00am, location TBD.

Adjournment

Vice President Lew adjourned the meeting 11:35 a.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.

Lucy Limon

Assistant Secretary