

FIFTH WALNUT CREEK MUTUAL

REGULAR MEETING MINUTES OF THE BOARD FRIDAY, MAY 21, 2021, AT 11:00AM ZOOM MEETING

Call to Order

President Todd called the meeting to order at 11:01 a.m.

Roll Call

Directors Present: Ted Todd
Sandra Lew
Mary Fielder

Directors Absent: Marlene Farrell

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

Approval of Meeting Minutes

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

Regular Meeting of the Board March 19, 2021
Special Meeting of the Board April 14, 2021

The above minutes were approved as submitted.

Moved, Seconded, Carried 3-0

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

President Todd reported that line items for lighting, elevator, trash, PG&E, and telephone are over budget.

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-March 2021

Rick West reported on the April 30, 2021, Financial Report:

Operating Fund Balance: \$29,634

Reserve Fund Balance: \$156,675

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The Board made a motion to certify compliance with Civil Code 5500 by review of the monthly financials through March 31, 2021.

Moved, Seconded, Carried 3-0

Landscape Committee Report

Sandra reported that some plantings are showing stress. The weed abatement for behind 1209 Avenida Sevilla is completed.

Building Maintenance Report

Rick West gave the following report:

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. Change orders may occur if additional dry rot is found after membrane tear off. At the board's request MOD will start putting additional bids out for new deck coating. 1221 AS 3C is the first unit to receive the New Excel Waterproofing System due to the poor condition of the decks. This project includes 2 raised Balcony Decks. Board approved the contractor in April Special meeting. Contractor GBG - Estimated cost \$10,337.25. (Contract Signed and Scheduled Start date is Tuesday 5/25/21).
2. 1221 3B Kitchen Sink overflowed due to water left on. Damage to 3B also damage to Unit 3A ceiling and wall both bathrooms, vanity, and master closet. Damage to 4A Master closet walls and floor. Contractors: Protera / AMAC / Steamatic / Eisen Environmental / MOD. YTD Cost for this project \$26,936.30 This does not include MOD Supervision and admin. Fees. (Project is in progress)

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.

Next Board Meeting

The next meeting will be the Annual Meeting on Friday, June 18, 2021, at 11:00am, directly followed by an organizational meeting.

Adjournment

President Todd adjourned the meeting 11:30 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.

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Kelly Maki

Assistant Secretary