

**FIFTH WALNUT CREEK MUTUAL**

REGULAR MEETING MINUTES OF THE BOARD  
FRIDAY, SEPTEMBER 16<sup>th</sup>, 2022, AT 11:00AM  
BOARD ROOM – GATEWAY  
1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595

**Call to Order**

President Lew called the meeting to order at 11:00 a.m.

**Roll Call**

**Directors Present:** Sandra Lew  
Marlene Farrell  
Mary Fielder  
Joy Todd

**Also Present:** Lucy Limon, Board Services Coordinator Rick West, Building Maintenance Manager

**Approval of Meeting Minutes**

Secretary Farrell asked if there were any additions or corrections to the following minutes:

Regular Meeting Minutes ..... May 20<sup>th</sup>, 2022  
Annual Meeting Minutes ..... July 17<sup>th</sup>, 2022  
Organizational Meeting Minutes..... July 17<sup>th</sup>, 2022

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 as of July 31<sup>st</sup>, 2022. (See attached)

The Board made a motion to certify compliance with Civil Code 5500 as of July 31<sup>st</sup>, 2022.

**Moved, Seconded, Carried 4-0**

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## Landscape Committee Report

A motion was made appoint Joy Todd as the landscape committee chair.

**Moved, Seconded, Carried 4-0**

## Building Maintenance Report

Rick West, Building Maintenance Manager, presented the following report:

### INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. **2022 budget includes: \$45,250.00 for Deck Coating and \$ 28,000.00 for Exterior Wood Railing Paint.**

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

**Next Deck is 1221 AS 2B - Contractor: GBG Cost \$12,965.98**

**Estimate to be presented to the board for approval.**

A motion was made to approve the contract with GBG for deck coating repairs at 1221 AS #2B in the amount of \$25,157.

**Moved, Seconded, Carried 4-0**

2. **Board voted to install a sign at the 4 parking spaces that belong to Fifth Mutual which are just across from 1255 and 1221.**

**Sign received and installed.**

3. **Estimate for snaking and camera Sewer line all three buildings. 1209 / 1255 / 1221 Avenida Sevilla**

**Davis Plumbing Estimate Presented to the board.**

## Budget and Finance Committee Report

A finance committee meeting will be held on Friday, September 23, at 2pm at MOD. This meeting will be to discuss the first draft of the 2023 budget.

A motion was made to change insurance year from September 30<sup>th</sup>, 2022, to October 1<sup>st</sup>, 2023.

**Moved, Seconded, Carried 4-0**

## Alterations Committee Report

A report was not presented.

## Old Business

- i. **Trash: The Mutual is still having trouble with residents disposing their trash and recycle incorrectly.**

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## **New Business**

- a. Elevator Phone Contract: A motion was made to transfer to Granite for the phone service that replaces AT&T.

**Moved, Seconded, Carried 4-0**

## **Next Board Meeting**

The next scheduled meeting will be the Regular Board Meeting held on Friday, November 18<sup>th</sup>, 2022, at 11 am, in the Board Room at Gateway.

## **Adjournment**

President Lew adjourned the meeting 11:50 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

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**Assistant Secretary**