



ROSSMOOR

WALNUT CREEK MUTUAL FIFTY-FIVE

MUTUAL 55 – SECOND ANNUAL MEETING
Monday, January 30, 2023 at 1:00 P.M.
Gateway Board Room and Zoom
1001 Golden Rain Rd., Walnut Creek, CA 94595

MINUTES

Call to Order

President Richards called the Annual Meeting of the Members to order at 1:01 p.m.

Directors Present

Bobbie Richards, President
Dave Blanchard, Vice President
Rob Ingalls, Treasurer
Jan Klein, Secretary
Kris Carey, Director

Also Present

Paul Donner, Mutual Operations Director
Clayton Clark, building Maintenance Manager
John Tawaststjerna, Landscape Manager
Lucy Limon, Board Services Coordinator

Certification of Meeting

Assistant Secretary Lucy Limon certified that A Call for Candidates was published in the September 14th, 2022, September 21st, 2022, and September 28th, 2022, editions of the Rossmoor News. The Mutuals' Board Office received two board nominations – Bobbie Richards and Kris Carey - from the membership. In accordance with Corporations Code §7511(b), a notice of the Annual Meeting was also mailed to the membership on January 9th, 2023.

Announce Election Results

Bobbie Richards and Kris Carey will be appointed to a 3-year term to the Board of Directors via acclamation.

Members Forum

Residents were afforded the opportunity to express their general concerns and make comments. No comments were made.

President's Report

President Richards presented the following report:

1. 2023 Annual Disclosure Document: Working with MOD to complete the 2023 Disclosure document; all member residents will receive a copy in March. For new member residents this is a document that gives an overview of the mutual's financial/budget position, important bylaws and rules, general information applicable to M55, insurance information, Helsing Report on reserve funding. I am happy to report M55 anticipates finishing the current fiscal year with budget surpluses in both operating and reserve accounts.
2. Buildings and Maintenance:
 - Work order authorized to repair loose hand railings throughout the mutual
 - All gutters cleaned in December 2022

- Work order authorized to repair dry rot in one unit's window frame and siding, several areas in carports probably resulting from downhill erosion.
 - Work order authorized for a concrete walkway repair.
 - All gutters were cleaned in December 2022
3. New contracts signed: Terra Landscaping 3 year, Waraner Tree Experts, All Star Mold Testing & Water Damage; Sang Electric
 4. Five new member residents in 2022:
 - Karalyn Hill – 4829 #1B
 - Ellen Kelly – 4603 #3A
 - Robert Cohn – 4761 #1A
 - Rosanna & Tony Lavia – 4785 #2A
 - John & Cynthia Vesecky – 4603 #1A
 5. December '22 - January: '23 Storm Damage: Fortunately, no major damage sustained in M55, but we had several gutter and drainage issues. Plus, way too much water!!
 6. Nice Cans: A service we have contracted with to clean the trash enclosure areas on a monthly basis. They do not deal with dumpsters or compost bins but sweep and clean the enclosures.
 7. Deck inspections were conducted throughout M55 in November 2022 with reinspection of 5 decks January 2023. We have not received a report on this as yet.
 8. There are several wood retaining walls with dry rot in M55 on the Terra Granada side of entries 18 & 21. It was discovered these belong to PG&E and we are not responsible for their maintenance or repair. PG&E assures us they monitor those walls on a yearly basis and will repair as needed.
 9. Evacuation signs were installed on all our mutual entry signs to meet the Walnut Creek evacuation zone plan for first responders to move quickly to specific zone locations.
 10. As of January 2023 the Davis-Stirling Common Interest Act, Civil Code 4041 (process for updating owner addresses) has changed. These changes require Mutual 55 members (i.e., owners) to provide on an annual basis how they want to receive written documents and notices from the Mutual. You will receive the new form from MOD shortly if you have not received it already. The form will direct where to return your completed form. It is imperative that ALL members return the completed form whether you prefer email OR mailed notices.

Secretarial Report

No report was given.

Treasurers Report

Rob Ingalls gave the following report:

As of November 30, 2022, the Mutual 55 Operating Fund balance was \$158,390 compared to \$95,955 on March 31, 2022, the end of last fiscal year.

As of October 30, 2022, Mutual 55's Reserve Account balance was \$824,669 compared to \$714,913 on March 31, 2022, the end of last fiscal year.

As for the financial statements and supporting documents through November 2022, every member of the Board and Finance Committee has received and reviewed these documents.

Motion: I move for the Board to ratify that it has met the review requirements of Section 5500 of the Civil Code.

Moved, Seconded, Carried 5-0

While the basic financial packages for October and November appear to be reasonable, there are substantial errors in the General Ledger for both months. We have been assured will be corrected in the December statements.

Landscape Report

Kris Carey gave the following report:

Plantings have now completed for the season, with about 80 new and replacement plants in the ground. There are only minor maintenance activities from now until spring, when hopefully with continued winter rains, these plantings will grow quickly to fill the areas with wonderful color. And our redwoods seem to be doing well with the bubblers we installed, and now with these heavy rains.

Did everyone see the brilliant red splash of color from the Chinese Pistachio tree we planted last year in the E18 Community Garden area? What a beauty, to welcome in the festive season! We are evaluating whether to start infilling this area with shrubs, during the coming year.

We will be starting assessment of 2023 work in a short time, including removal of at-risk trees, trimming for clearance, fire-abatement and health. We will also evaluate shrubs that are not doing well, and need replacing.

If you have any issues with your irrigation system or leaks, please contact the MOD office directly and create a work order (workorder@rossmoor.com) or call (925) 988-7650.

Governing Documents Report

Bobbie Richards reported that the committee plans on submitting the governing documents to the Mutual attorney for her revision. Hopefully, the revised documents will be ready to distribute to the members by June.

Community Committee

No report was presented.

Emergency Preparedness Committee

Bobbie Richards reported that Jane Blanchard advised that she will be stepping down as committee chair.

Announcements

Organizational Meeting of the Board to follow immediately after adjournment.

Adjournment

The Annual Meeting adjourned at 1:26 PM.

Secretary's Certificate

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

Lucy Limon

Assistant Secretary
Mutual 55
