



ROSSMOOR

WALNUT CREEK MUTUAL FIFTY-FIVE

REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS December 13, 2021, AT 1:00 P.M. (PACIFIC TIME)

R1. Meeting Called to Order –

Bobbie Richards called Regular Session of Mutual 55 to order at 1:00 p.m.

R2. Roll Call – Lucy Limon

Bobbie Richards, Vice President ✓

Rob Ingalls, Treasurer ✓

Jan Klein, Secretary ✓

Kris Carey, Director ✓

Directors Absent: Kelly Boruszewski, President

Additional Attendees of Golden Rain Foundation & Mutual Operations:

Clayton Clark, Building Maintenance Manager

Paul Donner, Director

Joel Lesser, Chief Financial Officer

Lucy Limon, Board Services Coordinator

R3. Residents Forum

No comments were made.

R4. Secretary's Report and Motion

(A) – Report Summary

Request actions on the minutes from prior meetings are included on the agenda.

(B) Motions

(1) - Approval of the September 7, 2021, Regular Session Minutes

(2) - Approval of the September 7, 2021, Execution Session Minutes

(3) - Approval of the November 2, 2021, Executive Session Minutes

(4) - Approval of the November 23, 2021, Special Session Minutes

Moved, Seconded, Carried 4-0

R5. President's Report, Announcements, General Comments – Kelly Boruszewski

No report was made.

R6. Treasurer (Finance Committee) Report – Rob Ingalls

As of September 30, 2021, the Mutual 55 Operating Account balance was \$84,919.00 compared to \$41,724 at the end of 2020.

As of September 30, 2021, the Mutual 55 Reserve Account was balance \$651,355.00 compared to \$539,957 at the end of 2020.

A Treasurers Club has been formed in Rossmoor to help members better understand the financial information we receive and how the MOD accounting system operates. I am participating as a director.

As a result, I received a workbook from another Treasurer that shows a month by month tracking of each income and expense category. I have taken this format and entered our information which resulted in a number of questions. I met with Tess Haskett at the MOD to resolve these questions and learned the following:

1. The financial reports for the first three months of the fiscal year are revised after the audited previous year reports are finalized. These changes are not sent to the Mutuals except by special request. The changes in our January through March reports reflected the offsetting of accruals from the previous year. For example, the MOD had accrued \$11,107.48 in December 2020 for the anticipated water bill in January 2021. The January water bill was \$6549.02. The difference of these costs was adjusted through the first three months reports after the fact.
2. We had been charged for eight months of the Terra Landscape contract in the seven months of our fiscal year. This will be corrected in the November financial reports.
3. We had been charged \$3,593.00 for Mutual 50's D&O Insurance. This will be corrected in the November financial reports.
4. We have been charged \$1,292.25 for D&O Insurance as a Project 55 of the third Mutual and \$2,629.00 for D&O Insurance as Mutual 55. We should follow up with Gallagher to receive credit for the duplication of coverage.

We have not received financial reports from November.

Motion to Certify the Board's Compliance with Civil Code § 5500 in that the Mutual Funds Reports for June, July, August, September, and October were Reviewed by Treasurer and Provided to all Directors – Rob Ingalls
Moved, Seconded, Roll Call Vote: 4-0

R7. MOD (Paul Donner) Discussion regarding Fiscal Year, Coupon, and Budget Considerations:

Paul Donner gave an update on the benefits and disadvantages of having a fiscal year cycle rather than a calendar year like most other Mutuals. Because the Mutual is on a fiscal year that begins on April 1, there will be no change to the coupon cost for the first three months of 2022. Budget will have to consider the estimated cost increase of the first three months of the following year when discussions begin in January.

R8. Committees Reports

R8-a Emergency Preparedness Committee – Jane Blanchard

Jane Blanchard reported on a meeting held by the committee last week. Monthly EPO committee updates will be included in the community newsletter and quarterly safety meetings for residents will include guest speakers on pertinent topics.

R8-b Governing Document Committee Report – Bobbie Richards

Bobbie Richards reported on the updates of the Bylaws and Rules & Procedures. Richards requested residents send suggestions for changes to her on or before December 31st, 2021.

First reading of proposed Bylaws was noted.

R8-c Landscape Committee Report – Kris Carey

Report was given by Kris Carey as to the activities of the committee and motions to be recommended were discussed.

Motions

- (1) Approval to accept and place in entry's 18's Community area a bench with plaque paid for by resident Lynda Phelps, which plaque will read:

***Enjoy Nature's Tranquility
The Phelps***

- (2) Approval to accept and place in Entry 18's Community area a bench with plaque paid for by resident Tammy Whitmore, which plaque will read:

***Heaven is under our feet
as well as over our heads
- Henry Davis Thoreau***

Moved, Seconded, Carried 4-0

- (3) Approval of Pest Remediation

This motion was tabled until additional information on the responsibility for remediation is provided

R9. New Business – Motion – Appointment of Community Committees Chair and Member

Motion to appoint Director Jan Klein as Chairperson and Resident JoAnn Lieberman as member of the Community Committee

Moved, Seconded, Carried 3-1 (Klein abstained)

R10. Community Committee Chair Report

The newly formed community committee has recently begun working on sending a monthly newsletter to all our members. The first one was sent in the middle of November. The next one is scheduled for the middle of December. Please make sure you are on the email list so we can keep you up to date on community happenings. The committee is looking for people who like planning simple get-togethers such as welcoming new neighbors and celebrating the seasons. We are at beginning stages of planning these activities with the vision of developing a sense of community in our Mutual. If you like being part of planning such events, please reach to Chair Jan Klein at iamjanklein@gmail.com

R11. Other New Business & Motions

- (A) – Motion authorizing signing of the following pending contracts (absent Director(s) further deliberations to consider matters relating to formation):**

- (1) Contract M55-06, Fleece Construction (General concrete/asphalt work)
- (2) Concrete M55-12, Cintas Corporation (Fire extinguisher inspections)
- (3) Contract M55-13, Eagle Iron Fabrications (General Iron Work)
- (4) Contract M55-14, Outdoor Keepers (Gutter/Downspout cleaning)
- (5) Contract with CPA firm (Accounting/Taxes)

Moved, Seconded, Carried 4-0

(B) Motion to ban parking at two Entry 19 locations (map, red paint, “no parking” zone, 14.3)

Based on safety issue of emergency vehicles unable to make turns with cars parked in this area.

Moved, Seconded, Carried 4-0

(C) Landscape Committee Presentation/Discussion re Entry 18 Community Garden Access

The Board tabled this discussion until information concerning ADA accessibility requirements are known.

(D) GRF/MOD Agreement Renewal

The agreement with GRF and MOD renew annually without action. If the Mutual wants to cancel this contact, there is a 60-day notice that must be given.

R12. Announcement of Next Meeting

The Board will meet for it’s Annual and Organizational Meeting on January 31st, 2022, at 10am. The meeting will be in person (dependent upon pandemic circumstances) in the Fairway Room at Creekside or via zoom, TBD.

R13. Adjournment to Additional Executive Session

Bobbie Richards adjourned the meeting at 2:16 p.m. and moved into executive session to discuss contract renewal.

Lucy Limon

Assistant Secretary
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