

MINUTES
WALNUT CREEK MUTUAL NO. FIFTY-SIX
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JANUARY 15, 2014 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX

President Barbara May convened a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL NO. FIFTY-SIX at 9:30 a.m. on Wednesday, January 15, 2014 in the Board Room of Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL PRESENT: Barbara Hornung May, President
 Merle P. Christensen, Vice President
 Claudia Edwards, Secretary/Treasurer

EXCUSED: None

Representing staff were Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rich Perona, Landscape Manager; and Anne Paone, Administrative Secretary.

Eight residents who were present were welcomed to the meeting.

REVIEW OF MINUTES

Ms. May asked if there were any corrections or additions to the Special Board meeting minutes of December 3, 2013. Hearing none, she declared them approved as written and reviewed.

Ms. May asked if there were any corrections or additions to the Annual Meeting minutes of October 16, 2013. Hearing none, she declared them approved as written and reviewed.

Ms. May asked if there were any corrections or additions to the Organizational Meeting minutes of October 16, 2013. Hearing none, she declared them approved as written and reviewed.

FINANCIAL REPORT

Mr. Donner reported that the Mutual has a negative balance in the operating account of \$10,590. They will borrow from reserves to cover some operating expenses. There is \$174,000 in the reserve account and the cash balance is \$200,000. The operating account needs to be built up. The Mutual is \$19,000 over budget in water. The water issue has been addressed in next year's budget.

COMMITTEE REPORTS

Building/Maintenance – Mr. Christensen reported that 1907 Lakeshire's work is proceeding. Mr. Donner advised that they will make sure everything is in order for that address. Mr. Christensen reported that the gutters have been cleaned. Mr. West reported that the 1935-1937 Lakeshire driveway

grinding is complete. All Bay has inspected and made their recommendations for 1900 Lakeshire Drive and is currently in the process of estimating the proper ventilation system to be installed. Mr. Christensen reported that 1911 Lakeshire has a raised section near the driveway/sidewalk area. Mr. West is aware of this issue.

Mr. Donner reported that as of January 29, the no smoking ordinance will go into effect for Walnut Creek. MOD has signs to be posted at each entrance. He reminded everyone that smoking is allowed on the golf course. The membership was advised that any complaints or reports should go to the City of Walnut Creek.

Emergency Preparedness – Mr. Samuels reported there will be a drill within the next month. He reminded everyone to use the buddy system. He recommended being aware of your neighbors and if they are home or away. There are 5-6 volunteers on the committee to help if there is an emergency. Ms. May advised that it helps to leave a key and a phone number if you will be away from home. This would help if the Mutual needs to gain entry for a leak or a flood.

Landscape Report – Mr. Perona reported that the lawns will be fertilized in mid-February with 16-6-8, turf Supreme, a balanced fertilizer. Irrigation systems are watering as needed because of the lack of rainfall. A new irrigation tech has been assigned to inspect and repair systems monthly. He will start on February 1, 2014.

Entry maintenance crews are cleaning leaves, pruning small trees, pruning oleanders and will soon start mowing groundcovers.

Scheduled tree pruning will take place during the month of March.

Landscape rehab work is scheduled for June.

Members were reminded to watch their water usage. Take shorter showers and check for any leaks in their toilets or faucets.

Ponds Report – Ms. Edwards reported that she has been investigating and learning about the condition of the ponds and fountains. She went inside the pump boxes to get a first-hand view of how they work. She has named the ponds for easier identification, beginning with Pond 1A. There are six pumps for the fountains and nine timers. The timers are old and inaccurate and Ms. Edwards is considering changing over to digital timers to replace the current timers. Ms. Edwards reported that there is a lot of rust and this will be cleaned and painted with rustoleum-like paint.

There are two breakers that are faulty and need to be checked. Pump boxes are very moist. The moisture builds up, so a fan will be placed in the pump box to help mitigate that build-up. The filters also need to be cleaned on a schedule.

The fountain hours are from 9 a.m. – 1 p.m. and 5 p.m. – 9 p.m.

It was noted that the ponds and fountains increase the value of the homes and it is important to keep them maintained.

Ms. Edwards reminded the membership that they can email her with any problem and she will have it addressed.

Social Committee - The annual barbecue will be on Thursday, August 21 at Dollar Clubhouse.

PRESIDENT'S REPORT

Ms. May asked the membership if anyone is interested in becoming President of the Mutual or if the membership would like a change. The membership responded that they appreciate everything that Ms. May has done and continues to do. Ms. May responded that, in that case, when she thinks she is ready to retire from the Board, she will let them know.

RESIDENTS' FORUM

Mr. Donner reported that the post office may not move forward with the cluster mailboxes. The program seems to be up-in-the-air right now. A representative from Oakland has been invited to come to Rossmoor to clarify this issue. He reminded the membership that they are under no obligation to participate in this program.

OLD BUSINESS

None.

NEW BUSINESS

None.

ANNOUNCEMENT

The next regular board meeting is scheduled for Wednesday, April 16, 2014 at 9:30 a.m., Board Room (Gateway).

ADJOURNMENT

Having no further business, the meeting was adjourned at 10:05 a.m.

/s/

Claudia Edwards, Secretary/Treasurer
Walnut Creek Mutual 56 (Lakeshire)