

WALNUT CREEK MUTUAL NO. FIFTY-NINE

ANNUAL MEETING MINUTES
MONDAY, NOVEMBER 2, 2020 AT 9:30 A.M.
ZOOM MEETING

Call to Order

President Dowling called the meeting to order at 9:32 a.m.

Roll Call

Directors Present: Phil Dowling, President
Myra Belfiore, Vice President
James Lee, Treasurer (Outgoing)
Nancy Werner, Secretary
Vic Vigil, Director (Outgoing)
John Tienken, Director (Incoming)
Bonnie Waxman, Director (Incoming)

Also Present: Rick West, Building Maintenance Manager; Paul Donner, Director Mutual Operations; and Kelly Maki, Board Services Coordinator.

Approval of Meeting Minutes

President Dowling asked for any corrections and/or additions to the following sets of minutes:

27th Annual Meeting of MembersNovember 4, 2019

There being no corrections, the minutes were approved.

Moved, Seconded, Carried 5-0

Election of Directors By Acclamation (3-Year Term)

Only two candidates nominated themselves for the two director openings on the board. John Tienken and Bonnie Waxman were acclimated to 3-year terms ending in 2023, since they ran unopposed.

A special thanks was given to Vic Vigil and James Lee for their amazing service to the Mutual.

President's Report

President Dowling reported on the most recent Presidents Forum, topics included: portable gas generators being banned; feral pigs causing lawn damage in M61 and other nearby Mutuals; displeasure with a custodial company; Member Records procedures for identifying who lives in a unit; and the new rental law SB 3182 that goes into effect on January 1, 2021.

Report of Committees

a. Finance Committee: James Lee gave the following report:

The finance committee met on Wednesday October 21, 2020 to review our finances through September 2020.

Operating Fund

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Revenues for the year to date, at the end of September 2020 and excluding any projected Special Assessment funds, was **(\$529)** unfavorable to budget.

Expenses for the year to date, at the end of September 2020, was **(\$9,202)** unfavorable to budget.

Reserves Fund

The \$25,000 the Operating Fund borrowed from the Reserves Fund in February 2020 to help pay for the January 2020 lump sum insurance payment was repaid in September.

- b. Landscape Committee:** Myra reported that tree trimming will take place in the next week or so.
- c. Emergency Preparedness Committee:** No report was presented; handbooks are being issued to residents.
- d. Swimming Pool Committee:** Myra reported that M61 is sending out a survey to their residents to find out how many of their residents want to continue the pool contract. The committee will then discuss the results with the M61 President. John reported on the spa repair and suggested that the Mutual may want to invite another Mutual to contract for pool usage if M61 does not wish to continue. New keys might need to be made and distributed based on M61's decision to continue or not. The committee is looking into a new landline contract if needed, re-evaluating pool service contract, and the lighting. The committee may consider changing the locks to a combination system.
- e. Alterations Committee:** No alteration meetings are taking in place at this time due to COVID. Vic will hand over the alteration booklet to Bonnie.
- f. Building Maintenance Committee:** Rick West gave the following report:
INFORMATION ITEMS: Work in Progress, Scheduled or Completed in 2020
 - 1. In 2020 The Mutual Board hired a Structural Engineering Company (FWC) to complete the required Senate Bill SB 326 - Raised Component Inspections. The Project will be completed in two Phases over two years starting in 2021.
 - 2. This year the Mutual also hired Five Star to complete sewer line maintenance for all 6 Buildings.
 - 3. Welcome Services was contracted to complete Pressure Wash of the - Stairwells, Trash rooms and Trash shoots in all 6 Buildings.
 - 4. Black Diamond Paving was hired by the mutual to fill cracks and seal coat Autumnwood Dr. GRF paid to have Silicon Valley Paving fill asphalt cracks at the bottom of Horseman's Canyon Drive.
 - 5. The mutual also had Otis Elevator install ERU (Emergency Return Units) in all 6 elevators. This new system will let the elevator's interior panels work to return to the

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bottom floor and open the doors during a power outage.

6. The mutual also hired Five Star to install new 90-degree PVC elbows on all of the Autumnwood building roof vents to prevent acorns from being dumped into the vents.
 7. Burkett's Pool Plastering was hired to re-plaster the pool in 2020. Also new handrails were installed.
 8. New Ground floor Lobby Coating was completed by A-One Construction.
 9. Inspections were completed on your gutters and downspouts - gutter and downspout cleaning will be completed by the end of November.
- g. Social Committee:** The committee had no report for the members.

Announcements

- a. The Organizational Meeting of the Board will follow the Annual Meeting.
- b. The next regular meeting will be held on January 12, 2021 at 1:30 p.m. via Zoom.

Residents' Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and M.O.D. staff representatives. The topics discussed included owners not wearing masks in the elevators, bird droppings and water spots on breezeways, the CC&R revision, and a special thanks to Vic Vigik and James Lee for their service on the Board.

Adjournment

President Dowling adjourned the meeting at 10:34 a.m.

Secretary's Certificate

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



Assistant Secretary Mutual No. Fifty-Nine