

FIFTH WALNUT CREEK MUTUAL

REGULAR MEETING MINUTES OF THE BOARD
FRIDAY, JANUARY 13, 2017 AT 11:00 A.M.
GATEWAY BOARD ROOM
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CA 94595

Call to Order

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

Roll Call

Directors Present: Ted Todd, President
Bill Martin, Vice President (arrived at 11:03)
Virginia Oversby, Treasurer
Sandra Lew, Director (arrived at 11:02)
Marlene Farrell, Secretary

Also Present: Will Kim, Board Services Coordinator, Rick West, Building Maintenance Manager

Approval of Meeting Minutes

President Todd asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board November 18, 2016

The minutes to the aforementioned meeting was approved as submitted.

Moved, Seconded, Carried 3-0

Residents' Forum

Residents were present to express their concerns, make comments, or have questions answered by the Board and M.O.D. staff representatives. The following topics were discussed & presented: water in bathroom, ventilation fans, pests control, clogged gutters and gutter guards.

President's Report

President Todd presented the President's Report as follows:

- a) Tree maintenance will be held in September
- b) MOD Days will be held on March 30th and 31st
- c) Unit 1209 #2B is for sale and has an interested buyer
- d) The water bill was \$1,143 for October through January 2017

Vice President's Report

Vice President Martin attended the Presidents' Forum on behalf of President Todd. The following topics were discussed during the Presidents' Forum:

- a) Next Door Rossmoor is a community bulletin board that was presented and discussed
- b) Director of Operations Donner provided a presentation and handout on *How to be a Better Board Member*. It is important for board members to avoid conflicts of interest,

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- actions done in good faith, and to appoint committee members for insurance purposes.
- c) The Golden Rain Foundation is working on Access Control System, which is a system to manage membership access to facilities and amenities.

Secretary's Report

No report was presented.

Treasurer's Report

Treasurer Oversby provided the Treasurer's Report as follows:

- a) Total Assets as of November 30, 2016
- b) Operating \$ 11,713.
- c) Reserves \$ 139,046.
- d) Total Fund \$ 150,759.

Landscape Committee Report

The rock wall was installed in front of the elevator and some plantings on the sides of the pathway.

Building Maintenance Report

- a) 1255 AS 1B: Estimate for Entry Landing coating by Perfect Painting for \$475 was presented and approved by the Board.
- b) 1221 AS 2A: Storage door replacement work in progress by Ahumada Construction for \$1,400.00.
- c) 1221 AS 4B: Resident was given approved contractor information and skylight re-flashing has been completed.

Reserve Study Report Committee Report

No report was presented to the membership.

Building Maintenance Committee Report

A motion was made to proceed with a seconded gutter cleaning in January 2017.

Moved, Seconded, Carried 5-0

Budget and Finance Committee Report

The Mutual requires a transfer of funds to the operating account from the reserve account, as a temporary transfer subject to repayment within 12-months for their 2017 insurance premium.

A motion was made to approve a temporary transfer of funds in the amount of \$7,000 to the operating fund account from the reserve fund account to cover the 2017 insurance premium expenses, to be repaid within 12-months.

Moved, Seconded, Carried 5-0

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Alterations Committee Report

No report was presented.

Emergency Preparedness Committee Report

A motion was made to appoint Richard A. Rezek as Emergency Preparedness Committee Chairman.

Moved, Seconded, Carried 5-0

Comcast Phone Service

The Board continued to discuss the Comcast Contract for phone lines throughout the entire Mutual at the reduced rate of \$20 per phone line. Although the reduced rate can start as early as January 1, 2017, the option is available through December 31, 2017. The Board will continue to discuss the matter before a final decision is established.

Deductible Share Agreement

To provide a course of funding for the deductible (up to and including \$100,000) for specified losses covered by the Commercial Property Insurance, a motion was made to approve an agreement to share the deductible amount under the commercial property coverage part of the blanket insurance policies, with fifteen not-for-profit mutual benefit corporations, effective January 1, 2017.

Moved, Seconded, Carried 5-0

Sewer Inspection

The Board discussed issues with clogged sewer lines. In efforts for preventative maintenance, a proposal to inspect sewer lines was requested by the Board.

Next Board Meeting

The next meeting will be held on Friday, March 17, 2017 at 11:00 a.m. in the Gateway Board Room.

Adjournment

President Todd adjourned the meeting 11:42 a.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Board of Director's meeting.



Assistant Secretary