

FIFTH WALNUT CREEK MUTUAL
MINUTES
BOARD MEETING
Friday, January 17, 2014 at 11:00 AM
Board Room, Gateway Complex
1001 Golden Rain Rd., Walnut Creek, CA 94595

OPENING

Mr. Fasanella opened the meeting at 11:00 a.m. Other Board Directors also present were:

Ted Todd	Vice President
Virginia Oversby	Secretary/Treasurer
JoAnn Daigle	Director

Four additional Mutual members were present.

Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Sharon Fees, Administrative Secretary

APPROVAL OF THE MINUTES

Virginia Oversby asked for any additions or corrections to the minutes of the Regular Meeting of the Board of Directors of November 15, 2013. Oversby made two address corrections: on page two, 1229 should read 1209 and on page three, 1225 should read 1255. With those two corrections noted and made, Oversby stated that the minutes stand approved.

MEMBERS FORUM

No presentations were made.

PRESIDENT'S REPORT

President Tony Fasanella reported on the following:

Fire in Third Mutual: As a result of the fire that occurred in Third Mutual, the Deductible Sharing Agreement will go into effect. The portion that Fifth Mutual is responsible for is approximately \$300.

Irrigation System in Rossmoor: Paul Donner distributed a memo to all Mutual directors explaining the "smart" watering system. The system utilizes a satellite and localized weather stations to best determine weather and soil conditions for regulating irrigation water.

Second-hand Smoke Ordinance: Mutuals are required to post signs indicating that their communities are non-smoking as required by City ordinance. Fifth Mutual has a sign posted on its entryway sign.

VICE-PRESIDENT'S REPORT

No report was given.

SECRETARY'S REPORT

No report was given.

TREASURER'S REPORT

Virginia Oversby presented the Treasurer's report, year to date as of November 30, 2013.

The current Operating Fund balance is \$3,602 and the current Reserve Fund balance is \$118,752.

Overall, the Mutual is in a good financial position.

The full report is attached.

COMMITTEE REPORTS

LANDSCAPE REPORT -- Tony Fasanella for Miki Fasanella

Landscape Committee Appointment:

Virginia Oversby moved and JoAnn Daigle seconded to appoint Joy Todd to the Landscape Committee. The motion passed unanimously.

Privet Tree removal at 1209 and retaining wall installation at 1221 and 1255 AS: These matters are still pending. Paul Donner will investigate their status.

Donner subsequently learned that the tree at 1209 will be removed today.

BUILDING MAINTENANCE

Rick West reported on the following:

1209 AS: Sang Electric replaced two pole light bulbs and replaced damaged wire on one pole light. The total cost of this work came to \$345.

1209 AS #1A: West is still waiting for an update from the owner of 1209 AS #1A and their insurance company in regards to the pending reimbursement to the Mutual for repairs done to the garage door that had been damaged by the owner.

Painting touch-ups on all iron railings: The board requested that all the iron railings in the Mutual be evaluated and touch-up painted as needed. The board agreed that the work be done on an appointment-basis so that homeowners can give staff access the back patios and decks.

Virginia Oversby volunteered to email the majority of the residents with details of the upcoming painting once West determines which railings need to be done and on which dates staff is available to perform this work.

Fire Hydrant in Mutual: Tony Fasanella inquired if the Mutual fire hydrant has break-away bolts. From information he received from a neighbor, the neighbor is under the impression that break-away bolts were not used and that fire hydrants should be fastened with this type of bolt to prevent damage to the water line in the event a car hits it. Rick West will investigate this matter and what the requirements are to have the hydrant painted.

RESERVE STUDY -- Virginia Oversby

Virginia Oversby reported that a revision of the Reserve Study was received from Helsing dated December 10. After careful review, Oversby noted that there are still some corrections to be made.

BUDGET AND FINANCE -- Virginia Oversby

Borrowing from Reserves:

Virginia Oversby moved and Tony Fasanella seconded to approve a loan from Reserves to Operating in an amount not to exceed \$12,000 in order to pay the required insurance premium, which is considered as a pre-paid expense. The motion passed unanimously.

ALTERATIONS -- Tony Fasanella

There is one alteration in progress at 1255 AS #1A.

EMERGENCY PREPAREDNESS -- Tony Fasanella

Tony Fasanella reported that he, Bill Martin, and EPO representative, Ellen Dietschy will meet to review the emergency preparedness activities that Fifth Mutual has in place. This effort continues to be a work in progress.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Cluster Boxes Units (CBUs): The USPS has rescinded its offer to install CBUs in Rossmoor.

ANNOUCEMENTS

The next regular meeting of the board will take place on Friday, March 21, 2014 beginning at 11 a.m. in the Gateway Board Room.

ADJOURNMENT

With no further business, the meeting was adjourned at 11:44 a.m.



Sharon Fees, Assistant Secretary
Fifth Walnut Creek Mutual

