

FIFTH WALNUT CREEK MUTUAL
MINUTES
REGULAR MEETING OF THE BOARD
Friday, March 20, 2015 at 11:00 AM
Board Room, Gateway Complex
1001 Golden Rain Rd., Walnut Creek, CA 94595

OPENING

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

Virginia Oversby	Secretary/Treasurer
JoAnn Daigle	Director

Three additional Mutual members were present.

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

APPROVAL OF MINUTES

Virginia Oversby asked for any additions or corrections to the minutes of the Regular Meeting of January 16, 2015. With no changes requested, the Minutes were approved.

MEMBERS FORUM

No presentations were made.

PRESIDENT'S REPORT

The Board formally accepted the resignation of Board Director and President Tony Fasanella. With Fasanella's accepted resignation, Ted Todd is now President.

Ted Todd reported that resident Bill Martin is appointed to the Board. Ted Todd moved that Bill Martin be Vice President of Fifth Mutual. Virginia Oversby seconded the motion and it passed unanimously.

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 for month ending February 2015. The Operating Fund balance is \$8,444 and the Reserve Fund balance is \$151,275.

COMMITTEE REPORTS

Landscape –Mr. Martin

MOD Landscape Crew work days in Fifth Mutual will be April 13 and 14 and he crews have been requested to rehabilitate the front court yard of 1255 and 1221 AS.

Bill Martin moved that the Board approve an expenditure of \$1,200 for this rehab. Virginia Oversby seconded the motion and it passed unanimously.

Building Maintenance –Mr. West

1221 AS: Beam Dry Rot –AMAC began this work on March 13 and the cost for this work is \$20,877.

1221 AS #1C: Replacement of sliding glass door due to structural movement and dry rot located at the ledger beam above the slider is required. Toupin Construction will be doing this work for \$4,815. The slider is on order.

1221 AS #4A: Virginia Oversby moved and JoAnn Daigle seconded to hire Antimite Co. to locally treat areas as identified on a termite report at the cost of \$1,710. The motion passed unanimously.

1209 AS #2B and #2A: A chimney leak was discovered that was causing interior damage to #2A and #2B. Virginia Oversby moved and Ted Todd seconded to hire AMAC for the repairs to #2A for an estimated cost of \$2,317.75 and for the repairs at #2B for an estimated cost of \$1,739.20. The motion passed unanimously.

Rick West responded to Board questions.

Reserve Study – Ms. Oversby

No report was given. Virginia Oversby asked that Rick West supply adjusted fund balances to Helsing.

Budget and Finance – Ms. Oversby

Virginia Oversby moved and Bill Martin seconded to accept the new contract with collections agency Pro Solutions. The motion passed unanimously.

Alterations – Ms. Daigle

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

Emergency Preparedness –Mr. Shields

No report was given.

NEW BUSINESS

Preparation for Annual Meeting: Virginia Oversby explained the preparation for the Annual Meeting. Notices will be distributed by all dictated deadlines and all specifications will be met.

Hard-surfaced Flooring in Upper Level Units: Virginia Oversby wanted to clarify, since a comment was written in a letter to the Board, that the Board was not attempting to justify the installation of hard-surfaced flooring in upper level units when it was determined that the current hard-surfaced flooring policy, as it is written, should stand.

ANNOUCEMENTS

The next regular meeting of the board will take place on Friday, May 15, 2015 beginning at 11 a.m. in the Gateway Board Room.

ADJOURNMENT

With no further business, the meeting was adjourned at 11:35 a.m.



Sharon Fees, Assistant Secretary
Fifth Walnut Creek Mutual

