

WALNUT CREEK MUTUAL NO. SIXTY-ONE

QUARTERLY MEETING MINUTES OF THE BOARD
TUESDAY, APRIL 21, 2020 AT 2:00 P.M.
ZOOM MEETING

Call to Order

President Bertrand called the meeting to order at 2:00 p.m.

Roll Call

Directors Present: Dick Bertrand, President
Clair Weenig, Vice President
Marc Giammona, Treasurer/Secretary
Michael Pattee, Director
Ron Van Wert, Director

Also Present: Paul Donner, Director of Mutual Operations; Rick West Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Kelly Mattison, Board Services Coordinator

Approval of Meeting Minutes

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

Quarterly Board Meeting.....December 19, 2019
Special Board Meeting.....December 23, 2019
Executive Session Board MeetingFebruary 28, 2020

The minutes to the quarterly board meeting held on December 19, 2019, the special board meeting held on December 23, 2019 and the executive session board meeting held on February 28, 2020, were approved as submitted.

Moved, Seconded, Carried 5-0

Welcome New Members

6415 - Bill and Sharon Neuman
6200 - Brian and Janet Hillier

Homes that may be on the market soon

6301 - Annie Lin. We think it may be prepared for sale - not confirmed.
6417 - Bev Cullen has moved. Her home is expected to be on the market soon.
6605 - Michael Cheng has moved. His home is expected to be on the market soon.

Presidents' Forum: Dick Bertrand

President Bertrand announced that the following topics were discussed during the January 27th Presidents' Forum: Lots of Mutuals continue their fire abatement investments. Ours were completed last year; Mutuals are seeing coupons growing as aging buildings need major repair. Does not affect us as each of us is responsible for our own building, not the Mutual; Use of generators in condo's is extremely hazardous to all residents. Being addressed via governing documents updates. Does not affect us; Lots of discussion on election rules. We addressed the

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first part of what is needed in a timely manner last year; Doing detailed technical research on flooring options. Does not affect us.

GRF Joins

Resident asked about attending these meetings. They are non-governing meetings and therefore we are allowed restricted attendance. This comes up every few years. The value of being able to share and learn from each other is high. Too many Mutuals have contentious meetings to allow any resident to attend and disrupt this one; GRF Financials look good for 2019 and a small refund may be sent to the Mutuals after the books are audited; GRF Org chart reviewed; Lots of discussion on access rules. See Rossmoor News articles on this topic; We have 7 emergency vehicle entrances into Rossmoor every day; While crime is low in Rossmoor, do lock your doors and lock your cars and arrange for mail and package pickup if you are gone.

President Bertrand announced that the following topics were discussed during the February 24th Presidents' Forum: Sustainable Rossmoor is asked to meet with Mutual Landscape reps. I connected Chris; Complex issue of MOD billing for Mutual Building Maintenance. Does not affect us. We maintain our own properties. Mutual 61 does not participate other than assuring a PUD look to our Mutual so external work needs a very simple application and review by our Architecture committee; More discussions on election rules and how we're going to be able to do this and not break the budget; Lots of Mutuals comment about the difficulty finding qualified volunteers to serve on the Board; Results of alternative floor covering tests in multi-story buildings shows only carpet works. All harder surfaces transmit too much noise to lower floors – something about sound spectrum vs sound volume. Does not affect us.

GRF Joins

GRF Board is proposing to amend the Golden Rain Trust. 2010 efforts didn't work. It takes 100% of the Mutual Boards (not the members), to approve any amendments. It is 60 years old, very confusing, has an expiration date (20/21 years after all of 6 named people die – we found only one who would cooperate and verified they were alive April 19, 2013), has a "distribution of the assets" if the Trust is terminated that does not specify that any of the Mutuals would get any of the assets. There are multiple steps before it gets to us. Stay tuned; Multiple Occupancy Notifications have been sent out. This is a complex topic about renting, owning multiple manors, non-residents using amenities, Membership Transfer Fee, etc. There are no issues with any Mutual 61 residents.

Treasurer's Report: Marc Giammona

The 2019 year-end reports are still draft status, but the data looks complete.

Operating expenses for 2019 were \$429,517 or 1.3% over budget. The additional \$5,855 expense was associated with extra landscape expense and the legal /administrative expenses related with updating our governing documents and election rules.

For 2019 the Mutual Reserves balance grew by \$12,149, about \$13,129 less than planned, due to unbudgeted but approved additional expenses in landscape work to create a more defensible landscape environment.

The 2019 ending balance in our Operating Account is \$45,968.

The 2019 ending balance in our Reserves Account is \$191,970.

For the first 3 months of 2020 the Mutual operating revenues from the coupon and interest was \$111,964 with operating expenses of \$95,363 resulting in a positive variance in the fund of

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\$16,600. This figure will be subject to adjustments as the GRF team is responding to my inquiries for some February operating charges.

March YTD revenues for the reserve account is \$13,821 against expenses of \$16,890 resulting in a decrease in fund balance of \$3,159. These expenses are associated with some planned landscape expenses, combined with the unexpected expenses associated with restoring landscaping from the pig damage.

The March 2020 ending balance in our Operating Account was \$62,568.

The March 2020 ending balance in our Reserves Account was \$188,811.

Overall, M61 finances remain in a very good position to support the needs of the community.

A motion was made to certify that the Mutual is in compliance with §5500 regarding review of the November 2019, December 2019, January 2020, February 2020, and March 2020 monthly financial reports.

Moved, Seconded, Carried 5-0

Building Committee: Bob and Ann Ingham, Dirk Mellema

The building maintenance committee was not present to give a report. Dick stated that Dirk reported before the meeting that there are no applications for work submitted at this time.

Landscape Committee: Chris Bertrand Joan Weenig

Chris Bertrand asked for Landscape Manager Rebecca Pollon to report on the current landscape situation. Rebecca stated:

Under the COVID order the following is allowed.

Safety/Fire abatement work: most tree maintenance can fall under this category except for aesthetic or view pruning.

Lawns are being mowed every other week instead of weekly

Other landscape maintenance items are continuing to the degree needed in order keep anything from becoming a safety hazard, but landscape rehab work is not permitted.

MOD crew days schedule will need to be revised and the new schedule will be sent out once we know for certain the day that restrictions will be lifted

Water Usage: Dick Bertrand

President Bertrand reported March bill was quite a bit higher than some previous years due to the dry February.

Social Committee: Marc and Mary Giammona

Marc reported: Given the status of the Stay-At-Home order by the state and the limited release of the order I have canceled the June Mutual 61 gathering and have notified Golden Rain

At this time, we will keep the November event on the calendar and evaluate the opportunity to meet as the date is closer and we have a better idea of the restrictions in place at that time.

Please remember to join your neighbors every day at 12:00 to get out and say hi and check in

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with one another. Please remember to observe social distancing guidelines

Emergency Preparedness: Michael Pattee, Chris Bertrand, Rebecca Kunzman, Sharon Collins, Joan Weenig

Michael reported We will have a guest speaker, outside of a board meeting, discussing “go bags” and other emergency preparedness practices each member should adopt. The guest speaker had to be rescheduled due the shelter in place orders. The time and date will be announced once it has been scheduled. In the meantime you can check out the items in the “go bags” by visiting www.readycareco.com website.

Pool Committee: Sharon Collins and Ron Van Wert

It was announced that the pool is being drained and re-plastered. Tentative timing, with lots of dependencies is June 1 for an opening. The re-plastering was put in hold due to the current county orders and it not being considered “essential”.

Unfinished Business

- a. Updated Voting & Election Rules was approved by the board December 23, 2019.
- b. We will be discussing renewal of pool use contract with Mutual 59 at an open Board meeting, when we have a new contract to consider.

New Business

- a. We will need to do an update to our Bylaws again due to this SB323 law that went into effect 1/1/2020. We will need to engage Melissa for help doing this.
- b. We will need to engage an Inspector of Elections (can't be a Mutual 61 member, can't be MOD, can't be Melissa's firm) for our Board seat elections coming up in December. The lead time for required activities leading up to this election is much longer than in the past and we can't hire MOD to serve this role. Unless we have a volunteer from the Mutual, a board member will need to take on this project well before we need to do the election.
- c. The Board may need to consider amendments to the Trust Agreement, pending action by the GRF board.

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. Topics discussed in Resident's Forum included: emergency supplies and treatment of the trees up on the hill.

Announcements

- a. The next M61 Quarterly Board Meeting will June 16 at 2:00 PM in Fairways A&E at Creekside. Depending on the recommendations from CDC, it may also be a teleconference.
- b. There have been numerous reports of attempted fraud in our Mutual. People are mailing and shipping things to addresses in our Mutual that are, at times, unoccupied. While the address is correct on this mail and on these packages, the person whose name is on the mail or package does not live there. People we don't know have driven into our Mutual and retrieved this mail or packages. Dennis Bell and the Walnut Creek PD have been advised of these events. If you see someone drive up to a home, retrieve mail or packages and then leave, do take a picture of the vehicle with special care to get the license plate number. If safe and possible, get a picture of the individual as well. THEN

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CALL 911. The police can do something ONLY IF THE HOMEOWNER MAKES A COMPLAINT or if any of us see people behaving in this manner. DO NOT call a board member or Securitas. CALL 911. The case number at Walnut Creek PD for those experiencing this kind of fraud is #20-2316. Office Mike Blair P602 is the investigator.

We each own and maintain our own mailboxes. If you want to switch to a locked mailbox, just send Dirk or Bob an Architecture Review form with what you have in mind. As always, all reasonable requests will be approved.

Adjournment

President Bertrand adjourned the meeting at 2:36 p.m.

Secretary's Certificate

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



Assistant Secretary, Mutual No. Sixty-One