

WALNUT CREEK MUTUAL NO. SIXTY-ONE

**QUARTERLY MEETING MINUTES OF THE BOARD
TUESDAY, MARCH 16, 2021 AT 2:00 P.M.
ZOOM MEETING**

Call to Order

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

Roll Call

Directors Present: Clair Weenig, President
Marc Giammona, Treasurer
Janet Hillier, Secretary
Carle Hirahara, Director
Sally Bush, Director

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

Approval of Meeting Minutes

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

Quarterly Board Meeting..... October 27, 2020
Annual Meeting..... December 8, 2020
Organizational Meeting..... December 8, 2020
Executive Session Meeting..... December 10, 2020
Special Organizational Meeting January 8, 2021
Executive Session Meeting..... January 29, 2021

The above minutes were approved as submitted.

Moved, Seconded, Carried 5-0

Welcome New Members

There are no new members to report on at this time, several homes are on the market.

Presidents’ Forum: Clair Weenig

President Weenig summarized topics discussed in the recent Mutual Board President’s forums that took place in January and February. Topics included: a solar presentation by Adrian Byram; mailbox thefts; fire extinguisher thefts; MOD rate increases; smoking – Walnut Creek Ordinance; legal bills; and Updated GRF Management Contract.

Treasurer’s Report: Marc Giammona

Marc Giammona gave the following report:

During the last Board meeting on December 8th, we reviewed financial data through period ending October 2020. Since that time, we are now in receipt of the November final and only the December preliminary financial information.

For the month of November, the mutual had total income of \$41,895 and total expenses of \$ 46,244, for a monthly deficit of \$4231. This deficit was driven by higher than anticipated

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utilities expense. On a YTD basis through November the Mutual continues to be in a good position financially and on track for expenses aligning with the 2020 budgets.

As I mentioned earlier, for CY 2020 we are only in receipt of the preliminary December data as the financial information is subject to a 3rd party audit. Since receiving the data, I have been working closely with the GRF accounting team and Assistant Controller to review and identify credits that are due M61. I am pleased to share with you today that good headway has been made in this area and as a result of the work that Clair and I have done the Mutual will have credits applied to the audited December statement for the majority of the pig trapper expense, erroneous PGE charges back to 2019 and landscape work that was charged to M61 in error in all totaling almost \$8000. We anticipate receiving the audited and adjusted finalized December 2020 data sometime in April and will certify it at our next meeting.

I do want to share with you that accounting for the revisions the Mutual ended the budget year on target with \$447,799 in operating income, \$55,283.in Reserve income for a total of \$ 503,083. This total income was offset by 2020 total expenses of \$495,130. resulting in an ending operating fund balance of \$46,311 dollars and Reserve fund balance of \$199, 408 as we closed out 2020 and entered into 2021. These balances put M61 finances in a good position to support the needs of the membership in 2021.

As of this meeting, we have not received any January or February 2021 financial data from GRF.

I will ask for a motion to certify the November 2020 financial data as both Clair and I have reviewed the information.

A motion was made to certify that the Mutual is in compliance with §5500 regarding review of the November 2020 monthly financial reports.

Moved, Seconded, Carried 5-0

New Assistant Treasurer

It was announced that Rick Chakoff, current GRF CFO is retiring in April and Joel Lesser has been hired to take his place. A motion was made to appoint Joel Lesser as the Assistant Treasurer of Mutual 61.

Moved, Seconded, Carried 5-0

Building Committee: Bob and Ann Ingham, Dirk Mellema

There was no building maintenance report given to the Board as there were no requests for alterations. Clair announced that the Board recently approved some rehabilitation for fencing and a gazebo.

Landscape Committee: Joan Weenig

Joan Weenig reported on the following:

- Recognition and thanks to people involved in feral pig management and restoration project.
- Outline of positive outcomes of bush landscape installation for Mutual.

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- Oak tree treatment plans for affected trees lining HCD for. work order system and landscape change request system overview.
- Developing list of M61 Landscape priorities presented.

Social Committee: Marc and Mary Giammona

Marc reported that the committee is holding two event dates with the Recreation Department: Spring Dinner on June 4th and Holiday Dinner on November 5th. There will be limited room for occupancy and the June may get cancelled. Updates will be given as each date approaches.

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

There was no report to give this month.

Unfinished Business

- Pool Contract:** The pool contract with M59 was not renewed by unanimous vote of the Board. Individual members of M61 may contact M59 to arrange individual pool usage contracts.
- Feral Pig Issues and Lawn Damage and Replacement Update:** This project is almost complete. All residence areas have been repaired and replaced. One common area in Entry 8 remains to be completed and should be completed soon. All has been within budget.

New Business

- Water Usage Ad-Hoc Committee Formation and Appointment of Chair:** A motion was made to appoint Dick Bertrand as the Chair of the Ad Hoc Water Usage Committee. He will keep records of Water Usage by the Mutual, not by individual members, and report as he deems necessary to the Board regarding such usage.
Moved, Seconded, Carried 5-0
- Board of Directors Liaison with Members:** Each Board member has been assigned 11-12 members with whom they are to serve as Liaison. Hopefully this will provide both members and the Board improved communication and awareness of membership issues within the mutual.
- Updated GRF Management Contract:** GRF has presented to all Mutuals in Rossmoor an updated management agreement asking that it be signed. A number of Mutual Presidents had concerns about certain aspects of the agreement and efforts are being pursued to obtain legal advice before Mutual Presidents sign. Mutual 61's President is on the working group looking into this.
- Treatment of Oak Trees:** The most Oak Trees lining Horsemans Canyon Dr. have evidenced a disease which has been treated each year for the past two years with injections into the trunk of the trees. This year the treatment program will continue with injections into the soil and to the roots, trying to combat the infestation. The cost is \$7,597 and is within the 2021 budget.
- Number of Homes on the Market or Soon to Be:** There are several homes on the market, due to deaths, members moving away, etc. Recent communication from GRF membership Records show that two have closed escrow, and there are 5 that are likely to be for sale in the next few months.

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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: directors as liaisons; enforcement of no bird feeders; and budget concerning the pool line items.

Announcements

- a. The next quarterly meeting is scheduled for Tuesday, June 15, 2021 at 2PM in Fairways A&B or via Zoom.

Adjournment to Executive Session

President Weenig adjourned the meeting at 3:01p.m. and the Board Moved into Executive Session to discuss legal matters, contracts, and personnel issues.

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