

## MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)  
TWENTY-SIXTH ANNUAL MEETING OF THE MEMBERSHIP  
TUESDAY, MAY 12, 2020 AT 10:00 A.M.  
ZOOM MEETING

Acting President Tom Lenz called to order the Twenty-Sixth Annual Meeting of the Membership of WALNUT CREEK MUTUAL SIXTY-FIVE at 10:00 a.m. on Tuesday, May 12, 2012- via ZOOM.

PRESENT: Tom Lenz, Acting President (Treasurer)  
Richard Walsh, First Vice President  
Ed O'Dea, Second Vice President  
Lois Kadosh, Secretary

EXCUSED: None

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Anne Paone, Administrative Secretary.

### VERIFICATION OF QUORUM – Anne Paone

Assistant Secretary Anne Paone verified that a quorum was reached with 15 households represented in person. (Fifteen households were needed for a quorum.)

### CERTIFICATION OF NOTICE OF MEETING – Anne Paone

Assistant Secretary Anne Paone read the Certification of Notice of Members' Meeting certifying that a copy of the Notice of Members' Meeting was emailed to all members by Dick Walsh on April 21, 2020.

### APPROVAL OF MINUTES

Acting President Lenz asked if there were any additions or corrections to the minutes of the Annual Membership Meeting and Organizational Meeting of April 19, 2019. Hearing none, he declared them approved as written and reviewed.

### PRESIDENT'S REPORT – Tom Lenz, Acting President

President Lenz reported the following:

The fund balance is in line with the 10-yr. funding. Gutters and downspouts will be replaced this year for \$79,000. Buildings may be painted in 2023. Asphalt repair/replacement will be done in 2024.

Some matters discussed in the Presidents Forum were that the bus service for Rossmoor is working on an on-call basis. The Rossmoor News could be shut down if the printer gets sick, but there will still be an e-copy available. Securitas is not available for non-essential services. Everything is dependent on the County Health rules.

The Board has approved the new Voting and Election Rules mandated by Davis-Stirling.

Dryers have been inspected and cleaned. Signage has been installed and looks great. Mr. Lenz thanked various committees for all of their work during the year.

FIRST VICE PRESIDENT'S REPORT – Dick Walsh

No report at this time.

SECOND VICE PRESIDENT'S REPORT – Ed O'Dea

No report at this time.

SECRETARY'S REPORT – Lois Kadosh

Ms. Kadosh reported that the CC&Rs are being reviewed. The board is in the process of looking at the changes that the attorney has recommended. A meeting will be scheduled to review everything with the attorney.

TREASURER'S REPORT – Tom Lenz

Mr. Lenz reported that for the three months ending March 31, 2020, which is the latest Financial Statement, the operating fund YTD had revenue in excess of expenses by \$19,936.

This was also favorable to budget by \$9,103. Utility expense was the main category under budget, primarily because of water. The water bill is paid every two months so this expense was understated.

On the replacement reserve category, revenue YTD is in excess of expenses, by \$7,703.

The total of the two funds is \$535,729, which is an increase from December 31, 2019, when it was \$508,000.

STAFF REPORTS

1. Director of Mutual Operations: Mr. Donner reported MOD has been allowed to continue construction. Everyone is back at work. The alteration department is doing resales again. The Handyman service is also back.
2. Building Maintenance Manager: Mr. West reported as follows:

**INFORMATION ITEMS: Work in Progress or Completed.**

1. Proposed projects scheduled for 2020 includes installation of new gutters and downspouts. Budgeted at \$79,000.00.  
MOD is putting together scope of work to go out to bid.  
**(Proposals to be presented to the Board at the next regularly scheduled Board meeting).**
2. 1821 Wales – The buildings underground downspout drainage system was completely clogged with tree roots. Broken pipes were also discovered due to

tree roots. Repairs included using a camera to video the line, Trenching, concrete work, and pipe replacement.

Contractor: Five Star - Cost \$8,358.00.

**(Work has been completed and Landscape restored).**

3. MOD will schedule to inspect all of the building Gas shut off valves and water pressure regulators.

**(This project is to make sure that both utilities are functioning correctly).**

Mr. Lenz asked Mr. West about the status of 1815 Wales. Mr. West is still investigating.

3. Landscape Manager: Ms. Pollon reported there are no projects being done yet this year. Work will be done later in the year. There is \$10,000 in the budget for replanting.

### RESULTS OF ELECTION

Ms. Paone read the election results certifying that Lois Kadosh and Clark Nelson were elected by acclamation of the membership for a two-year term on the Board.

### SEATING OF DIRECTORS

Mr. Lenz welcomed back Ms. Kadosh. He asked new Board member, Clark Nelson, to introduce himself to the membership. Mr. Nelson gave some background on his life and expressed how happy he is to live in Rossmoor.

### COMMITTEE REPORTS

Building Maintenance – Ms. Kadosh reported that Mr. West gave a complete report. She did thank Ms. Pollon for the beautiful plantings around Rossmoor.

Emergency Preparedness – Mr. Walsh reported that the Hollands had no report to present.

Landscape Committee – Pamela Walsh, Ruth Reeves Co-Chairs  
No report.

Social Committee – Cathy O’Dea, Chair

Ms. O’Dea reported the caterer has been booked for the July 12<sup>th</sup> BBQ. She hopes the BBQ can take place, but is unsure at this time due to Covid-19.

### RESIDENTS’ FORUM

A resident requested that announcements advising the membership of Board meetings continue to be sent. He was advised that the Board will not be changing that procedure. They will be sent as in the past.

A resident commented that her drainage had been impacted with dirt. The cleanout was full of it. It has been taken care of.

A resident asked who paints the metal fence by her unit. Mr. West will take a look at it to determine the responsibility.

A resident thanked the Board for all of their hard work.

ANNOUNCEMENT

The next quarterly meeting of the Board will be held on Tuesday, July 21, 2020 at 9:30 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:26 a.m. to an organizational meeting to elect officers.



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Anne Paone, Assistant Secretary  
Walnut Creek Mutual Sixty-Five