

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JANUARY 18, 2022 AT 9:30 A.M.
VIA ZOOM

President Tom Lenz called to order a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL SIXTY-FIVE at 9:30 a.m. on Tuesday, January 18, 2022, via Zoom.

PRESENT: Tom Lenz, President
Richard (Dick) Walsh, First Vice President
Lois Kadosh, Second Vice President
Clark Nelson, Treasurer
Ed O'Dea, 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. Rebecca Pollon, Landscape Manager – Excused

There were also 8 residents present.

APPROVAL OF MINUTES

Ms. Kadosh moved to approve the minutes of the October 26, 2021 regular Board Meeting, July 20, 2021 Executive Session, and October 26, 2021 Executive Session minutes as written and reviewed. Mr. Walsh seconded and the motion carried without dissent.

Ms. Kadosh moved to approve ratifying of the Landscape Maintenance Contract renewal. Mr. Walsh seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Lenz reported that he attended the Presidents Forum. The accounting department has had personnel problems. Some of the Mutuels have had their insurance rates go up. Mutual 65 has sprinklers, so their rate didn't go up more than expected. Evacuation signs will be placed at the entries. They should check with Tom Cashion for the location. There was a report on the work order desk given. They field 250 called each day. They are open Monday-Friday from 8 a.m. to 4 p.m. There is a bulletin board outside of the Gateway building where agendas are posted for the Mutual Board meetings.

FIRST VICE PRESIDENT'S REPORT

None

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

None

TREASURER'S REPORT

Mr. Nelson reported at the end of November, there was \$121,00 in the operating fund and \$528,000 in the reserve fund. The Mutual was under budget by \$11,000. There may be an increase in the insurance cost in 2023.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. Donner reported that the GRF Board voted to close the facilities until the end of January. MOD is not open to residents, but there are drop boxes for their use. If need be, they can call someone and that person can meet them outside.

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh/Rick West

Ms. Kadosh deferred to Mr. West for a report.

Mr. West reported as follows:

ACTION ITEMS: Proposals for review or Approval

1. Roof Tune up scheduled for 2022. MOD put this project out to bid.
Budget \$16,000.00.
(Estimates will be presented to the Board for approval).

INFORMATION ITEMS: Work scheduled, In Progress or Complete

1. Gutter and Downspout cleaning. Contractor Outdoor Keepers
Scheduled for two cleanings annually – February and November.
Cost per cleaning \$6,817.00 or \$13,634.00 annually.
(Next cleaning scheduled for February 2022).
2. Resident / Mutual billable estimates for Resident Dry rot deck repair work: #1700
Comstock \$2,530.00 / #1702 Comstock \$4,715.00 / #1704 Comstock \$6,389.00.
Contractor: MOD - Mutuals cost not to exceed \$7,500.00.
All 3 residents have signed an agreement to split this cost with the mutual.
(This project will be scheduled when materials arrive, weather pending).
3. Fence replacement due to car accident. Contractor: Five Star

Board elected to have the concrete section of fence replaced with a Redwood Fence matching the current design as close as possible. Cost \$6,125.00. (100% Car owner billable. Car owner lives in Mutual 61 and has Travelers Insurance).

EMERGENCY PREPAREDNESS

Ms. Holland reported they are upgrading their contacts. She is no longer serving on CERT. She is still volunteering for the Mutual.

SOCIAL COMMITTEE REPORT – Cathy O’Dea

Ms. O’Dea reported there will be a BBQ on July 16th at the Dollar Clubhouse. The Holiday Day party will be held on December 3rd at the Dollar Clubhouse. There is \$175 in the checking account. Ms. O’Dea requested an additional \$500. This will be spent on plants to give to newcomers and deposits for the caterers.

LANDSCAPE COMMITTEE REPORT – Ruth Reeves/Pamela Walsh/Rebecca Pollon

Mr. Lenz reported that Ruth Reeves resigned from the committee. Martha Toppin has volunteered to do Comstock.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RESIDENTS’ FORUM

Resident thanked Board for their work.
Resident asked about when smoke detectors are replaced. Mr. West reported they will all be replaced in 2025 at the 9-year mark.

ADJOURNMENT

The next meeting will be the Annual Meeting on Tuesday, April 19, 2022 at 9:30 a.m. in the Donner Room or via Zoom. TBD

Having no further business, the meeting adjourned at 10:00 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five