

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JULY 19, 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, July 19, 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; John Tawaststjerna, Landscape Manager, and Anne Paone, Administrative Secretary.

There were also 6 residents present.

APPROVAL OF MINUTES

Ms. Kadosh moved to approve the minutes of the April 19, 2022 Annual Meeting and the April 19, 2022 Organizational Meeting. Mr. Walsh seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Lenz reported that he attended the Presidents Forum. Some Presidents were concerned about the late receipt of monthly financials. There should be improvements in accounting and the staff. The insurance commission was credited back to the Mutual into the operating fund in the amount of \$17,870.30. The Mutual Board directors can remind residents if they have past due amounts. If they are past due by 90 days, they will be sent to the collection company. Tim O'Keeffe is retiring. A committee has been formed to search for a replacement.

FIRST VICE PRESIDENT'S REPORT

Mr. Walsh thanked Anne Paone for her help with the Mutual's brochure. He also thanked Rick West for helping a resident with an electrical issue.

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

None

TREASURER'S REPORT

Mr. Nelson reported that the books are audited each year. The audit has been completed. Revenues are in line with the budget through May. As of May, the reserve fund balance was \$550,000 and the operating fund balance was \$125,000.

Mr. Nelson moved that the Board has reviewed the financials and is in compliance with civil code #5500. Ms. Kadosh seconded and the motion carried without dissent.

A voice vote was taken. Lenz-Y, Walsh-Y, Kadosh-Y, Nelson-Y, O'Dea-Y

MANAGER'S REPORT – Paul Donner and Rick West

Mr. Donner reported that MOD will be starting the budget process. Insurance and water will be increased for 2023.

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh/Rick West

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

Mr. West reported as follows:

INFORMATION ITEMS: Work scheduled, In Progress or Completed in 2021 & 2022.

1. Roof Tune up scheduled for 2022. Includes: Replacement of broken tiles, resealing roof Jack vent flashing, clean roof valley flashing and gutters.
Contractor : MOD.
Cost \$12,110.00 Budget \$16,000.00.
(Proposal Signed But to be ratified by the Board).
2. Resident / Mutual billable estimates for Resident Dry rot deck repair work:
#1700 Comstock \$3,030.00 / #1702 Comstock \$5,589.00 / #1704 Comstock \$7,260.00.
Contractor: MOD - Mutuals cost not to exceed \$7,500.00.
All 3 residents have signed an agreement to split this cost with the mutual.
New Mutual approved cost \$7,940.00
(This project was completed July 12th).
3. Fence replacement due to car accident. Contractor: MOD
Board elected to have the concrete section of fence replaced with a Redwood Fence. Matching the current design as close as possible. Cost \$5,279.00.
New fence has been installed and stained.
(100% Car owner billable. Car owner lives in Rossmoor and has Travelers Insurance).

EMERGENCY PREPAREDNESS

No report.

SOCIAL COMMITTEE REPORT – Cathy O’Dea

Ms. O’Dea thanked the committee for the summer BBQ.

LANDSCAPE COMMITTEE REPORT – Martha Toppin/Pamela Walsh/John Tawaststjerna

Ms. Walsh reported that there will be no more planting until the fall. They can still do conversion of lawns.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Lenz reported that the Helsing contract renewal is for \$1,950. The Board uses Helsing’s report to assist in preparing the budget.

Mr. O’Dea moved to approve the contract form Helsing in the amount of \$1,950 for 3 years.

Ms. Kadosh seconded and the motion carried without dissent.

A voice vote was taken. Lenz-Y, Walsh-Y, Kadosh-Y, Nelson-Y, O’Dea-Y

RESIDENTS’ FORUM

Resident thanked John Tawaststjerna and Pam Walsh for their landscaping work. She asked when the rest of the work will be done

ADJOURNMENT

The next meeting will be the Regular Board Meeting on Tuesday, October 25, 2022 at 9:30 a.m. in the Donner Room or via Zoom. TBD

Having no further business, the meeting adjourned at 10:03 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five