

WALNUT CREEK MUTUAL NO. EIGHT

ANNUAL MEETING MINUTES
TUESDAY, MAY 3, 2022, at 9:30AM
Vista Room – Hillside Clubhouse
3400 Golden Rain Rd. – Walnut Creek, CA 94595

Call to Order

The Annual Meeting was called to order at 9:30 a.m.

Introductions

Jim Ware – President
Luther Avery – Vice President
Bob Eisner – Secretary/Treasurer
Alfreda Bell – Director
Dick Coleman - Director

Mutual Operations staff:

Paul Donner, Mutual Operations Director
Rick West, Building Maintenance Manager
John Tawaststjerna, Landscape Manager
Lucy Limon, Board Services Coordinator

Election of Director (3-Year Term)

A Call for Candidates article was published in the Rossmoor editions of January 26th, February 2nd, and February 9th. There were two (2) open board positions, incumbent Alfreda Bell agreed to run for another term, Jim Ware decided not to run again. The Board office did not receive any candidate by the February 23rd deadline. Therefore, the Mutual did not proceed with a ballot.

Approval of Minutes

- a. May 4th, 2021, Annual Meeting Minutes
- b. May 4th, 2021, Organizational Meeting Minutes

The aforementioned minutes were approved with a motion.

Moved, Seconded, Carried 5-0

Welcome New Members

President Ware welcomed the new members of Mutual 8. There were 13 new residents.

Staff Reports

- a. **Maintenance Report by Rick West:**

INFORMATION ITEMS: Work in Progress or Completed

1. The mutual completed the Domestic Water Re Piping Project in 1232 SC – Scope of work Replacing the Galvanized with Pex Piping.
2. Gutter and Downspout Cleaning - Contractor: Outdoor Keepers.

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**3-year contract runs from 2022-2024. Two cleaning per year November and February.
Cost \$6,730.00 per cleaning or \$13,460 annually.**

3. 1224 SC #1 – Completion of a new Main Electrical Panel Replacement due to 120v Leg panel failure. Contractor K.R. Electric. Cost \$7,593.13.

4. 1232 SC #8 – Deck Railing dry rot repairs / Downspout repairs / Dining room drywall crack repairs.

**Contractor Five Star. Cost \$1,775.00.
(Completed).**

5. New Phantom Retractable Screen doors. Installed to comply with Fire and EMT Entry access availability mandate. Total Mutual cost 5 -\$550.00 = \$2,750.00.

**Three units purchased new screen doors on their own:
1200 #4, 1224 #1, 1208 #1/3.**

**Five Resident door were paid for by the mutual.
1200 #1, 1200 #2, 1224 #4, 1224#2, 1312 #3.**

(Completed).

6. The Mutual hired MOD to inspect and test and adjust all of the building domestic water regulators.

Cost \$782.00 (Completed).

7. The Mutual Hires Sang Electric to complete the 2022 annual manor inspections.

Cost \$7,725.00. This project was started in February 2022.

**If Sang Electric has not contacted you yet,
please call the workorder desk to have Sang schedule an appointment with you.**

b. Landscape Report by John Tawaststjerna: No report was presented.

c. Financial Report by Paul Donner:

As of February 28th, 2022:

Operating Fund Balance: \$135,783

Reserve Fund Balance: \$694,401

Paul Donner advised that the Mutual is \$9,909 better than budget. Mutual 8 is in good financial shape.

Reports of Officers and Committees

a. Finance Report by Judy Grayobes: No report was presented.

b. Building Maintenance Report by Luther Avery: See Rick West's report.

c. Landscape Report by Alfreda Bell: Alfreda reported that the benches have arrived and

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placed in buildings 1200, 1312, and 1224. Rehab will be taking place and the goal is to replant quickly with drought resistant plants. Alfreda reminded all residents to report all issues to the Work Order for quick assistance at 925-988-7650.

- d. **Membership Report by Sally Kennedy:** No report was presentation.
- e. **Social Report by Sharon Castilla:** Sharon reported that snack and chats have started again. The next snack and chats event will be in June in Entry #6. A potluck party will be held on July 29th at the Stanley Dollar house. Call or email Sharon if you have further questions.
- f. **Emergency Preparedness report by Dick Coleman:** Dick reported on the evacuation drill that will take place on May 15th. It will be in Mutual 68; however, all Rossmoor residents are encouraged to attend. Anne Uruburu has agreed to be the new EPO coordinator.
- g. **Governing Documents report by Bob Eisner:** Bob reported that the update policy book is now ready for distribution to the members for the mandated comment period prior to adoption by the Board.

Other Reports

- a. **President's Report:** Jim gave the following report in his final meeting as President:

Mutual Eight's primary achievement this year was getting back into financial health. The Mutual has suffered a lot financially in the past years. Finally, due to an increase in the coupon we are in a much better financial position. Judy Graboyes and the finance committee have worked many hours on this achievement.

Jim extended a thank you to Luther Avery on all his work on the maintenance committee. After 10-years the policies have been updated thanks to the help of Bob and Dick, they both worked fervently to make this happen. The Mutual landscape looks great thanks to the help of Alfreda and the entire landscape committee, the committee continues to ask for patience as the finish the 5-year plan from Rebecca.

Members' Forum

Residents were afforded the opportunity to express their general concerns and make comments. Topics discussed included: process for water leaks, garbage reminders, updated trash signage, sewer cleanouts, drought reminders, thanks to the Board, rental restrictions, and fire concerns, landscape issues.

Adjournment

The meeting was adjourned at 10:50 a.m. and moved directly into an Organizational meeting.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Annual

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Members' Meeting.

Lucy Limon

Assistant Secretary Mutual No. Eight