



Walnut Creek Mutual No. Eight

ORGINIZATIONAL MEETING MINUTES
THURSDAY, MAY 23, 2024, at 1PM
DONNER ROOM – EVENT CENTER
1020 STANLEY DOLLAR DR. – WALNUT CREEK, CA 94595

Call to Order

The meeting was called to order at 2:09 p.m.

Appointment of Charice Jimenez as Chairperson Pro-Tem

A motion was made to appoint Charice Jimenez as Chairperson Pro-Tem.

Moved, Seconded, Carried 5-0

Selection of Officer Positions

A motion was made to appoint Board members to the following officer positions for 2024-2025:

- President Dick Coleman
- Vice President John Kawamura
- Secretary Bob Eisner
- Treasurer Judy Graboyes
- Director at Large..... Alfreda Bell

Moved, Seconded, Carried 5-0

Appointment of Assistant Secretary

A motion was made to appoint Charice Jimenez as the Assistant Secretary of Walnut Creek Mutual No. Eight.

Moved, Seconded, Carried 5-0

Appointment of Committees

A motion was made to appoint the following committee members for a term of one-year:

- Finance..... Judy Graboyes
- Building Maintenance..... Judy Graboyes
- Landscape Alfreda Bell
- Membership Sally Kennedy
- Social Sharon Castilla
- Emergency Preparedness Lingsueh Shu

Moved, Seconded, Carried 5-0

Old Business

- a. The Board provided an update on the impact of having less than 100% replacement insurance coverage. they spoke of the impact on new buyers and the rules currently in place that state the



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need to show three times the coupon amount in cash. They touched on ideas to lower that rule to make purchasing a bit easier on new buyers. There was concern expressed on what MOD is considering assets for prospective buyers. They will be following up with MOD to see how to make purchasing possible and understand the MOD process better. They will wait to see how this all pans out over the next quarter and revisit the topic at a later meeting date.

News Business

a. Mutual 8 - Trash Enclosure Committee (M8-TEC) Proposal to the Board

The Mutual 8 Trash Enclosure Committee (M8-TEC) ensures Mutual 8 residents follow waste disposal regulations*, for the purpose of:

- keeping monthly waste removal charges low
- keeping our community free of rodent and animal nuisance incidents
- contributing to the health and well-being of our environment

The committee provides guidance, continuous communication, education, and appropriate supplies to support Mutual 8's recycle, compost and waste disposal practices.

The M8-TEC chair reports to the Mutual 8 Board of Directors. The Committee is comprised of one or two residents per trash enclosure. The Committee chair recruits the TEC members, though membership is open to all Mutual 8 residents.

Launching the M8-TEC

1. Confirm "pick-up" days for each enclosure, create and post signs with this information
2. Inventory each enclosure for:
 - Up-to-date signage
 - Trash bin/dumpster size and condition
 - Enclosure capacity for bulletin boards, signage, etc.
3. Recruit committee members per enclosure:
 - Use the Mutual 8 Bulletin Board email system to announce the committee's formation
 - Distribute invitations to all residents' front doors describing the position and inviting them to join and/or attend an information meeting to learn more
 - Post invitation signage at all trash enclosures containing the same information as noted above
4. Promote the work of the Trash Enclosure Committee to all residents and the importance of compliance through:
 - Fun activities/games at Snack 'N Chats
 - Quarterly newsletters



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- Timely enclosure signage

The TEC Chairperson's Responsibilities:

1. Recruit Trash Enclosure Committee members
2. Create and distribute appropriate communication to committee members and all Mutual 8 residents
3. In conjunction with the Mutual 8 board, devise strategies to deal with chronic waste disposal issues created by a handful of residents and/or contractors

Committee Members' Responsibilities:

1. Monitor their enclosure for:
 - Non-compliance issues such as:
 - o Not breaking up and flattening cardboard boxes
 - o Inappropriate items in the blue RECYCLE bin
 - o Bagged rather than loose recyclables
 - o Move in-Move out materials
 - o Contractors' debris
 - o Using non-certified compostable or paper bags in the green COMPOST bin
 - o E-waste or hazardous waste items
 - o Large items in the black LANDFILL bin that should be taken to the MOD yard
 - Equipment failures such as broken dumpster lids, casters, etc.
2. Communicate with their enclosure residents about problems that are specific to their enclosure using a positive, non-blaming approach
3. Identify residents who may not comply due to:
 - Frailty or disability
 - Misinformation or lack of information
 - No personal waste disposal supplies such as a compost pail and recycle tote bag
 - Are new to Mutual 8

Adjournment

The organizational meeting was adjourned at 2:37 p.m.

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.

Charice Jimenz

Assistant Secretary Mutual No. Eight



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