



Mutual No. Eight

QUARTERLY MEETING MINUTES OF THE BOARD
TUESDAY, FEBRUARY 14th, 2023, AT 1:00PM
ZOOM MEETING

Call to Order

President Coleman called the Quarterly Meeting of the Board of Directors to order at 1:33 p.m.

Roll Call

Directors Present: Dick Coleman, President
Luther Avery, Vice President
Bob Eisner, Secretary
Judy Graboyes, Treasurer
Alfreda Bell, Director

Mutual Operations Staff Present:

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

Approval of Minutes

President Coleman asked for any corrections and/or additions to the following sets of minutes:

Quarterly Meeting Minutes.....November 8th, 2022
Executive Meeting MinutesNovember 8th, 2022

The Board made a motion to approve the minutes of the November 8th, 2022, Quarterly Minutes and Executive meetings.

Moved, Seconded, Carried 5-0

Staff Report

1. Maintenance Report – Rick West:

The following report was given:

ACTION ITEMS: Proposals for review or Approval

- 1. 1208 Skycrest Units 7 & 8 Domestic Water 2022 vertical Re - Piping Project.
Phase I Scope of work included: Replacement of the vertical Galvanized Lines with Pex Piping.

Cost also includes that tear out and put back of drywall, texture and paint.

Contractor: Five Star Construction – Estimate \$27,175.00

(Board to Ratify Proposal)



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INFORMATION ITEMS: Work in Progress or Completed

1. 1208 Skycrest Domestic Water 2022 Re - Piping Project.
Phase I Scope of work included: Replacement of the Main Horizontal Galvanized Line with copper Piping.

Also, installation of four new isolation valves.

Contractors: Davis Plumbing - Cost \$13,137.50

(This Project was completed).

2. 1324 Skycrest – Removed and Replace two sections of 6’x 5’ and 11’ x 5’ concrete walkways due to tree roots. Contractor: Fleece Construction - Cost \$2,500.00.

(This Project was completed).

3. 1268 Skycrest units 2-4, 6-8 – Removed and Replace two sections of 9’ x 6’ concrete walkways due to tree roots. Contractor: Fleece Construction - Cost \$3,625.00.

(This Project was completed).

4. 1232 Skycrest – Removed and Replace section of 5’x 5’ concrete walkway due to tree roots. Contractor: Fleece Construction \$1,225.00.

(This Project was completed).

5. 1224 Skycrest 20 ‘Long trench for PG&E Electrical work. Contractor: Terra Landscaping.

Estimate - \$2,500.00.

(This Project was completed).

6. The Mutual Hired Sang Electric again this year to complete the 2022 annual manor inspections.

Cost \$7,725.00 If Sang Electric has not contacted you yet, please call the workorder desk to have

Sang schedule an appointment with you.

2. **Landscape Report – John Tawaststjerna:**

John Tawaststjerna reported that during the MOD days the crews will be mulching. A rehab will be taking place at 1296 Entry #4. A total of \$13,637 has been spent on all the work that has been done. John T. has applied for a permit for the removal of a eucalyptus tree. The MOD crews will be cleaning the drains constantly due to the heavy rains.

3. **Financial Report – Paul Donner**

The December 2022 financial report highlights are:



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Operating Balance: \$85,807
Reserve Balance: \$900,514

Committee Reports

1. **Finance – Judy Graboyes:**

- a. A motion was made to certify that the Mutual is in compliance with §5500 by review of the December 2022, Financial Report.
Moved, Seconded, Carried 5-0
- b. A motion was made to certify that the Mutual is in compliance with §5502 for 2023.
Moved, Seconded, Carried 5-0

2. **Landscape – Alfreda Bell:** Alfreda presented the following report:

Rehabbing our Landscape continued where we left off in 2022 at building 1200 in the area in front of their building and in the areas surrounding the manors. We are concentrating on the front of the manors.

We then continued up the road to building 1256 and did the rehabilitation in that area. We did not do any grass replacement but did use cobblestone and new approved plantings that are drought resistant and deer resistant. That pushed our 11 scheduled days, we will have 4 days more in the summer and 6 days in the fall. If our budget allows, we will continue our rehab using Terra and start at building 1268. I'm trying very hard to work within our budget and squeeze our MOD days. My goal is to get 2 more buildings finished.

Renewing the mulch starting at entry 2 is also part of our MOD days. Re-mulching is necessary, and MOD Landscape greatly advised it, after their inspection. We will do entry 4 in 2024 and work our way to entry 6.

We need to thank John Tawaststjerna, and his assistant Jesus Morales, who worked with me laying out the plants and design. Of course, a very special thank you to Carlos and Jose, the worker bees who did all the manual labor, always with a smile and cooperation. We appreciate you all and all the attention you give Mutual 8, working with our budget and my annoyance as I try to squeeze time and money for every drop of help, we can get from MOD landscape.

Thank you, from All members of mutual 8, you are appreciated!

3. **Building Maintenance- Luther Avery:** No report was presented.
4. **Social - Sharon Castilla:** Sharon reminded residents that there will be a potluck on February 25th from 5pm-7pm. Contact Sharon to RSVP.
5. **Membership – Sally Kennedy:** There have been 5 new members in Mutual 8 since the beginning of October.
6. **Emergency Preparedness – John Kawamura:** John encouraged all members to know their neighbors. The committee is working on updating the emergency supply closet in the Mutual in



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the few weeks.

Old Business

No Old Business.

New Business

- 1. Mutual 8 Policy Adoption:** A motion was made to adopt the proposed policy amendments.
Moved, Seconded, Carried 5-0
- 2. 2023 Election:** A motion was made to appoint Jim Ware as the Inspector of Elections for the 2023 election.
Moved, Seconded, Carried 5-0
- 3. New Google Group:** After deliberation, the Board decided to move this topic into the Executive Board meeting.

Members' Forum

Residents were afforded the opportunity to express their general concerns and make comments. No topics were discussed.

Next Board Meeting

Next Meeting, Tuesday, May 2nd, 2023, at 9:30 AM, location TBD. This will be the Annual Meeting of the Members and the Organizational Meeting of the Board.

Adjournment

There being no further business, the 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.

Lucy Limon

Assistant Secretary Mutual No. Eight