

MINUTES

WALNUT CREEK MUTUAL EIGHT
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JULY 15, 2014 at 1:30 P.M.
BOARD ROOM – GATEWAY COMPLEX

A regular meeting of the Board of Directors of WALNUT CREEK MUTUAL EIGHT was convened by President Cindy Ware at 1:30 p.m. on Tuesday, July 15, 2014 in the Board Room in Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL

Present:	Cindy Ware	President
	Craig Miller	Vice President
	Bill Dickinson	Treasurer
	Bob Viator	Secretary
	Jeanette Mungiole	Director

Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Sharon Fees, Administrative Secretary.

President Ware welcomed the twenty-eight additional residents.

APPROVAL OF MINUTES

Craig Miller moved and Jeanette Mungiole seconded to approve the Minutes to the May 6, 2014 Annual Meeting as presented. The motion passed unanimously.

Craig Miller moved and Bob Viator seconded to approve the Minutes to the May 6, 2014 Organization Meeting as presented. The motion passed unanimously.

STAFF REPORTS

LANDSCAPE REPORT

Paul Donner reported on behalf of Rich Perona on the following:

All turf areas were fertilized in mid-February.

The irrigation system is running on a limited basis.

Entry crews are concentrating on leaf clean up, spraying weeds, and trimming shrubs.

Waraner Bros. Tree Service and Perona are doing walk-throughs to determine tree-trimming needs.

All landscape problems should be reported to the Order Desk by calling 988-7750 or emailing workorder@rossmoor.com. Rehab requests should be directed to Jeanette Mungiole.

FINANCIAL REPORT

Paul Donner reported that as of June 30, 2014, fund balances were \$77,036 in the operating account and \$360,692 in reserves. The Mutual is approximately \$14,000 better than budget. The Mutual is in a very strong financial position.

BUILDING MAINTENANCE REPORT

Rick West reported on the following:

1122 Skycrest: The Carpentry, Rehabilitating and Roofing bids are in and presented to the Board.

1122 Skycrest: The painting color palette choices are now available. Building residents will have the opportunity to express their preferences. The palette that the majority of the residents prefer will be the one chosen.

1138 Skycrest – AMAC has completed post replacement. Stucco, drywall, texture and painting are in progress.

Curb painting and traffic striping was completed at a cost of \$200. An estimate for installing a mirror inside the entry will be furnished.

All concrete and Asphalt repairs were completed at a cost of \$16,320.

Rick West answered board director questions.

WATER CONSERVATION DEVICES

Paul Donner reported that he met with Richard Harris who is the Water Conservation Manager for EBMUD. They have planned a Water Conservation Faire to take place on Friday, August 22 and Friday, August 29. Water-saving devices can be obtained, for free, at this faire by Mutual 8 residents. Alternatively, the devices could be installed, at Mutual cost, during the upcoming Manor Lube.

Donner also reported that a representative from EBMUD will give a presentation at the next Presidents' Forum to give an update on EBMUD's efforts during the drought.

PRESIDENT'S REPORT

Cindy Ware presented her report; highlights include:

Ware thanked all Mutual volunteers, both past and present, and staff.

She encouraged everyone to make use of the Mutual 8 bulletin board to get up-to-date information. Ware also asked that letters addressed to the Mutual be signed by the resident who wrote them.

Several areas of raised concrete on footpaths have been either ground or replaced. Several new curb cuts have also recently been installed.

Several resident requests for landscaping have been addressed.

Ware asked all residents to voice their opinions about parking in the Mutual.

COMMITTEE REPORTS

FINANCE COMMITTEE

Chairman Max Mungiole presented that the Finance Committee is an open committee for each and every Mutual member to have access. He said that Committee looks at every facet of running the Mutual in order to find opportunities to run even more efficiently and cut costs when possible.

LANDSCAPE COMMITTEE

Chairperson Jeanette Mungiole reported that the Landscape Committee is working hard to identify as many practical areas as possible that could have turf eliminated and thus save water.

EMERGENCY PREPAREDNESS COMMITTEE

Chairperson Cheryl Gray reported that the supply cabinet in Entry 4 is close to full. Approximately \$500 was spent out of the budget and about \$195 was donated from residents for this effort. Some in-kind donations were also received.

The Committee will purchase 50 emergency whistles and 50 Mylar blankets to sell to residents at cost.

Gray asked for at least two volunteers to learn how to use FRS radios. Jane Viator and Max Mungiole immediately volunteered.

An evacuation drill will be conducted in the autumn.

SOCIAL COMMITTEE

Social Committee Chairperson Sally Kennedy announced that the Mutual Social will take place on Friday, August 8, from 5:30 – 7:30 at Dollar Clubhouse. It is a Pot-luck event.

MEMBERSHIP COMMITTEE

Membership Committee Chairperson Julie Narvaez reported that the Mutual is forming this committee in order to be a vehicle for disseminating information to new residents. Another project is to help the Emergency Preparedness Committee obtain emergency contact information from residents.

UNFINISHED BUSINESS

Electric Vehicle Charging Policy: Bob Viator distributed proposed language for a policy addressing electric vehicle charging. This will be delivered to each Resident. Residents are allotted a comment period in order to voice their opinions and questions concerning the draft policy. After this comment period, the Board will then formally adopt the policy.

NEW BUSINESS

COMCAST Questionnaire: Bill Dickinson reported that a questionnaire concerning COMCAST usage was distributed to the membership. Due to the lack of usage and interest in COMCAST services by Mutual 8 residents, the matter of adopting bulk services from COMCAST is considered a non-issue for the Mutual and it will no longer be pursued.

Water Conservation: To date, Mutual 8 over \$15,000 better than budget in water because of homeowner and landscape water conservation efforts.

Ban on Car Washing: Craig Miller moved to place a ban on car washing within the Mutual. After some discussion, Miller withdrew the motion.

Bob Viator moved and Bill Dickinson seconded to create a policy that, in periods of emergency, grants the Mutual 8 Board of Directors the authority to impose temporary measures upon the membership, to address the crisis situation. The motion passed unanimously.

RESIDENTS' FORUM

Residents had the opportunity to share their comments and have questions answered.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:10 p.m.

The next scheduled meeting: Regular Meeting of the Board, Tuesday, October 21, 2014 at 1:30 p.m., Board Room, Gateway.



Sharon Fees, Assistant Secretary
Walnut Creek Mutual Eight

