

# WALNUT CREEK MUTUAL NO. EIGHT

ANNUAL MEETING MINUTES OF THE BOARD  
TUESDAY, MAY 1, 2018 AT 9:30 A.M.  
VISTA ROOM - HILLSIDE  
3400 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

## **Call to Order**

The meeting was called to order at 9:32 a.m.

## **Introductions**

Nancy Sorenson  
Luther Avery  
Bob Eisner  
Patricia Haug  
Riley Goodhart (Absent)

Mutual Operations staff:

Paul Donner, Mutual Operations Director  
Rick West, Building Maintenance Manager  
Rebecca Pollon, Landscape Manager  
Kelly Mattison, Board Services Coordinator

## **Certification of Notice of Meeting**

Notice of the Member's meeting was published in the Rossmoor News on April 25, 2018 and mailed in accordance with Section 7.5.1, of the Bylaws of said Corporation to all members of record on April 18, 2018.

## **Election of Director by Acclamation (3-Year Term)**

In accordance with Article 8.3 of the Mutual's Bylaws and Civil Code § 5100(a), a Call for Candidates was published in the February 14th, 21st, and 28th edition of the Rossmoor News. There was one (1) open board positions and only one (1) candidate. Therefore, the Mutual was not required to proceed a ballot. Bob Eisner was acclimated to the Board for another 3-year term that will end in 2021.

## **Approval of Minutes**

a. May 2, 2017 Annual Minutes

The annual minutes of May 2, 2017 were approved.

**Moved, Seconded, Carried**

## **Welcome New Members**

New members of Mutual Eight belonging to the following addresses were welcomed: 1256 #2, 1232 #5, 1296 #1, 1268 #6, and 1232 #6.

## **Reports of Officers and Committees**

- a. President's Report: President Sorenson reported on her observations and priorities for the Mutual. She spoke about some of the work that David Bosley completed and was working on, including the 10-year plan and great frame work for going forward. Nancy spoke about the water conservation the Mutual has accomplished and thanked

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Cindy Ware for her work on it. She mentioned the work done by EPO, social activities held by the Mutual, value of MOD staff, work on the proposed EBRPD trail next to the Mutual, policy work, and Dryer vent clean outs.

- b. Building Maintenance Report: Vice President Avery gave a report on last years work that included roofs, main water line repair, snaking out building 1296 and how much these minor emergencies affected the budget. Luther spoke about changing the lighting to LED as recently approved by the Board. He also mentioned there are still some gutter and downspouts in need of repair and that the carport roofs will also need some work
- c. Landscape Report: Alfreda Bell reported that she met with Rebecca Pollon and Nancy Sorenson and that there is currently a hold on landscape spending. Alfreda talked with Rebecca and Nancy about a plan to replace grasses and renew the aging landscape in some sort of zones starting in 2019. The goal is to give entries 2 & 4 some color and curb appeal when there is more room in the budget. Alfreda also talked about the presentation that GRF did on water reclamation and the positive effects it will have on Rossmoor.
- d. Membership Report: No report was presented at this time. Linda Jorgenson welcomed and identified all new members at the beginning of the meeting.
- e. Social Report: PK Baltrenas reported that “snack and chats” will take place from 5-7 p.m. on June 7<sup>th</sup>, September 6<sup>th</sup>, and October 4<sup>th</sup>. A summer picnic social is scheduled for July 29<sup>th</sup> at Sportsman’s Park from 4-7 p.m. The committee will provide hamburgers with fixing, chips and salsa, guacamole, and beer. The committee is looking for more volunteers to join the Social Committee.
- f. Emergency Preparedness Report: Maureen Robinson is resigning as chair of the Emergency Preparedness committee. Maureen reported on completed projects including Map Your Neighborhood and Emergency Drills, ideas for upcoming projects including how EP can be included in yearly manor lubes, purchasing and installing signs designating Emergency meeting Areas, and developing a line item budget to fund EP. Maureen then gave her appreciation to all who in previous years did a great deal of hard work upon which so much of what was done this year was built.
- g. Financial Report: Enclosed as “Attachment 1” is the financial report that was given by Bill Northlich.
- h. Governing Documents Report: Treasurer Haug reported on the need to complete a fines policy. The policy is in formatting stage and will be reviewed by Bob Eisner. The committee is also going to begin working on a Electric Vehicle Charging Policy and Solar Policy, as wells reformat the current policy book to be more reader friendly and organized.

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### **Members' Forum**

Residents were afforded the opportunity to express their general concerns and make comments.

### **Next Board Meeting**

The next board meeting will be held on Tuesday, July 17, 2018 at 1:00 p.m. in the Multi-Purpose Room #3 of the Gateway Complex.

### **Adjournment**

The meeting adjourned at 10:50 a.m.

### **Secretary's Certificate**

I hereby certify that the foregoing is a true and correct copy of the minutes of the Annual Members' Meeting.



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**Assistant Secretary Mutual No. Eight**

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## Attachment 1

M8 Board Meeting 5.1.18

M8 Fincom Agenda 4.24.18 - modified for board meeting 5.1.18			
Operating Fund Revenues and Expenses - Highlights			
	Actual	Budget	Expense Variance
YTD Expense Total March (p 8)	\$79,774	\$83,961	\$4,187
Operating Fund Balance March 31	Beginning	End	Change
	\$45,018	\$55,711	\$10,693
Operating Fund items over budget YTD:			
	YTD Actual	YTD Budget	Favorable(Unfavorable)
Professional Services (mar)	\$5,060	\$2,010	-\$3,050
Insurance			
Property Damage	\$7,452	\$6,306	-\$1,146
Mutual Shared Deductible	\$1,634	\$0	-\$1,634
Total Insurance	\$10,316	\$7,626	-\$2,690
Fire Safety			
Fire Extinguisher Repair/Service	\$2,259	\$351	-\$1,908
Total Fire Safety	\$2,615	\$375	-\$2,240
			-7,980
Replacement Reserve Revenues and Expenses Highlights			
Reserve Fund Balance			
February, 2018	\$370,119		
March, 2018	\$384,639		
Reserve Fund Activity	March		
YTD Expense Total	\$20,274		
YTD Excess/Deficit	\$33,991		
Total Year Budget	\$119,850		
Reserve Fund			
	Year-to-Date	Total Budget	Remaining Budget
Water Supply Maintenance	\$3,009	\$0	-\$3,009
Electrical	\$5,918	\$2,000	-\$3,918
	Estimate	Budget	Excess/Deficiency
Scheduled Roofing (1284, 1324)	\$56,519	\$50,000	-\$6,519
			-\$13,446

5/10/2018