

MINUTES
FOURTH WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, NOVEMBER 19, 2007 AT 1:30 P.M.
BOARD ROOM - GATEWAY

President Herr called to order a regular meeting of the Board of Directors of Fourth Walnut Creek Mutual at 1:30 p.m. on Monday, November 19, 2007 in the Board Room at Gateway complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	Michael Herr	President	<u>Attendance</u>
	Don Cardinal	Vice President	
	Lee Steindler	Treasurer	
	Penny Wade	Secretary	
	Hans Koehler	Director	

Representing Mutual Operations were Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief Financial Officer; Rich Perona, Landscape Manager; and Dyann Paradise, Administrative Secretary.

Mr. Herr welcomed three residents.

APPROVAL OF MINUTES

M/S/C Minutes approved of the October 15, 2007 regular meeting of the Board of Directors.	<u>Approval of Minutes</u>
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RESIDENTS' FORUM

None	<u>Residents' Forum</u>
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PRESIDENT'S REPORT – Michael Herr, President

Mr. Herr reported the issues discussed at the October 22 Presidents' Forum: (1) the Comcast cable package, (2) review of the MOD management budget, (3) hazardous waste removal procedures, (4) Public Safety issues, (5) Creekside Project plans, and (6) Walnut Creek Police Department use of radar and issuance of citations.	<u>President's Report</u>
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A letter was received from a resident who asked about guest parking spaces. Mr. Herr advised the resident that there are no specified guest parking spaces in the Mutual. Another letter was received from a resident requesting a variance to install a concrete patio at the rear of her manor. The application was previously denied by the Mutual ACC. The Board will discuss the resident's appeal in a future executive session.

There have been twelve manors sold to date this year at a median price of \$295,000. Currently there are seven manors that are leased.

VICE PRESIDENT'S REPORT – Don Cardinal, Vice President

Mr. Cardinal reported that the irrigation controllers may need adjustment, as they have been irrigating on rainy days. Mr. Perona will follow up on this matter.

Vice President's
Report

FINANCIAL REPORT – Lee Steindler, Treasurer and Rick Chakoff, CFO

Mr. Steindler reported that the Mutual is currently \$35,000 surplus to budget year to date. The Mutual is in good financial condition.

Financial
Report

LANDSCAPE MAINTENANCE REPORT – Penny Wade, Chair and Rich Perona

Mr. Perona reported that all turf areas will be fertilized this month. Entry crews are working on leaf cleanup. The scheduled rehabilitation projects have been completed for the year. (A copy of Mr. Perona's reported dated November 19, 2007 is attached.)

Landscape
Maintenance
Report

Mr. Herr reported a low-hanging branch near 2013 Skycrest. Mr. Perona will check into this problem as well as inspect throughout the Mutual for other low-hanging branches.

Ms. Wade reported that several residents have asked that flower bulbs be planted in various locations throughout the Mutual. Mr. Perona will follow up with this request.

BUILDING MAINTENANCE REPORT – Bill Friesen

In Mr. Friesen's absence, Mr. Herr reported that the rain gutters will be cleaned throughout the Mutual as soon as the first rains have knocked down most of the leaves.

Building
Maintenance
Report

Smoke detector service and electrical box checks will need to be scheduled again soon.

ARCHITECTURAL CONTROL COMMITTEE

A few alteration permits have been approved for dual pane windows and solar tubes. Another resident has requested solar tubes and a new front door. Adjacent neighbors will need to approve this request, after which the Mutual ACC will review it.

Architectural
Control
Committee

It was noted that when a window alteration is approved for a manor within a particular building, the trim color of the first installation will determine the trim color for any future window alterations for that building.

EMERGENCY PREPAREDNESS COMMITTEE

In Ms. King's absence, Mr. Bosch handed the Board C.E.R.T.-suggested articles for the next issue of the *Go Fourth* newsletter. Another C.E.R.T. training class will be offered in the spring of 2008. A C.E.R.T. video is available and could be shown at a special meeting for Mutual members. (A copy of Ms. King's report dated November

Emergency
Preparedness
Committee

18, 2007 is attached.)

OLD BUSINESS

Old Business

The Board again discussed the proposed policy revisions to Policy 1.0 Alterations: Policy 1.7 Mutual Responsibility for Cosmetic Alterations and 1.8 Floor Coverings. (A copy of the proposed revisions is attached.) There will be further discussion at the January 21, 2008 board meeting.

NEW BUSINESS

New Business

None

ANNOUNCEMENT

Announcement

The next regular board meeting is scheduled for Monday, January 21, 2008 at 1:30 p.m. in the Board Room in Gateway. There will be regular board meeting in December.

ADJOURNMENT

Adjournment

Having no further business, the meeting adjourned at 2:10 p.m. to an executive session to discuss a resident matter.

Penny Wade, Secretary
Fourth Walnut Creek Mutual

PW:dp

Attachments