

MINUTES
FOURTH WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, SEPTEMBER 17, 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, September 17, 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	

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

Mr. Herr welcomed the eight residents who were present. Also present were Director Pauline Kelzer from Third Walnut Creek Mutual (Project 19) and Director Sheldon Solloway from the Golden Rain Foundation Board.

APPROVAL OF MINUTES

M/S/C Minutes approved of the July 16, 2007 regular meeting of the Board of Directors.	<u>Approval of Minutes</u>
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M/S/C Minutes approved of the August 14, 2007 organizational meeting.

President Herr reported that Director Lefty Cone resigned for personal health reasons. A replacement for his position was solicited and three prospective candidates were interviewed. The Board agreed that Hans Koehler was the best candidate at this time to fill out the remainder of Mr. Cone's term.

M/S/C to approve Hans Koehler to fill out the remainder of Mr. Cone's term until the Mutual's elections in 2008.	<u>Approval of Appointment of Interim Director</u>
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Resident Anita King was appointed the emergency preparedness coordinator. She will publish an article in the next <i>Go Fourth</i> advising the membership of her contact information.	<u>Appointment of Emergency Preparedness Coordinator</u>
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RESIDENTS' FORUM

Resident Frances Sutcliffe, Skycrest – Entry 8, reported that changes in elevation at the curbs in First Mutual are painted white. She suggests the same be done in Fourth Mutual. Mr. Friesen will investigate the costs involved in painting the sidewalk curbs at an ending point with a white strip. He will also check on the costs involved in subsequent on-going maintenance.	<u>Residents' Forum</u>
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PRESIDENT'S REPORT – Michael Herr, President

Mr. Herr reported on the July and August Presidents' Forums and communications. To date there have been eight manors sold at a median price of \$295,000. Currently there are seven manors leased.

President's
Report

The annual meeting and barbecue in August were well-attended and well-received.

(A copy of Mr. Herr's President's report is attached.)

The Board received a request from two residents requesting permission to install a free-standing emergency supplies storage box in the common area. The Board discussed this issue and agreed by acclamation to allow them to place the storage box in their private use patio area or in their carport but not in the common area.

VICE PRESIDENT'S REPORT – Don Cardinal, Vice President

Mr. Cardinal commented that Han Koehler is an excellent choice for interim director and he is pleased with the Board's decision.

Vice President's
Report

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

Mr. Steindler pointed out two coding errors that will need to be posted to the correct expense categories. Painting expenses were charged to operations and should be charged to reserves. Mr. Chakoff will follow up on this matter.

Financial
Report

The final changes are in progress for the 2008 budget.

Overall the Mutual is in good financial condition and should be on budget at year's end.

LANDSCAPE MAINTENANCE REPORT – Penny Wade, Chair and Rich Perona

Ms. Wade reported that the last of the requests of the Landscape Committee are nearing completion. Mr. Perona reported that all turf areas were fertilized in August and monthly maintenance started in March. All of the ET smart irrigation controllers have been installed and will be adjusted as necessary to refine the programming.

Landscape
Maintenance
Report

A letter was received from residents of 1501 Skycrest – Entry 9, requesting replacement of the dying lawn behind their building. Following discussion,

M/S/C to approve the bid from Tree Sculpture in the amount of \$4,078 to replace the lawn behind 1501 Skycrest Drive.

Approve the Bid
to Replace the
Lawn Behind
1501 Skycrest

It was noted that the lawn behind 2001 Skycrest also needs replacement.

M/S/C to approve the bid from Tree Sculpture in the amount of \$7,696 to replace the lawn behind 2001 Skycrest Drive.

Approve the Bid
to Replace the
Lawn Behind

Drainage ditches throughout the Mutual will be cleared of debris in mid-October prior to the winter rains. 2001 Skycrest

BUILDING MAINTENANCE REPORT – Bill Friesen

Mr. Friesen reported that electrical inspections and the painting project are nearing completion. Building Maintenance Report

There have been no roof leaks in the past twelve months and the roofing program is ahead of schedule. Next year the building at 2116 SKYcrest is scheduled for a new roof. The building at 2152 Skycrest, originally scheduled for a new roof in 2010, has already been completed. This has solved most the roof leak problems. The next phase of roof replacements is not due until 2009. In Project 21, the mansard roofs still need to be replaced.

For 2008, Mr. Friesen recommends asphalt seal coating in Entry 10 on Skycrest Drive.

Resident Anita King reported a low spot in the sidewalk that collects water and causes a possible tripping hazard. Mr. Friesen will follow up on this matter.

There was discussion regarding problems with phone lines. Mr. Friesen explained that residents may contact MOD for assistance with specific problems. The phone company is responsible for the lines to the main box at the building. Problems inside the walls are the Mutual's or the resident's responsibility.

Mr. Donner reported that research is underway regarding fire enunciators. He will report findings after consulting with the professionals.

ARCHITECTURAL CONTROL COMMITTEE

A few non-standard alteration requests were submitted this month. They have been approved by two board members. Architectural Control Committee

OLD BUSINESS

None Old Business

NEW BUSINESS

Mr. Herr recommended carport storage guidelines be added to the end of the Policy Manual. This will not be a policy, but rather guidelines for proper storage. (A copy of the proposed guidelines is attached.) It was suggested that step ladders be added to the list of acceptable items to be stored in a carport. New Business

The Board discussed a proposed policy regarding carport rental. (A copy of the proposed policy 12.9.1 Carport Rental is attached.) There will be further discussion at the October board meeting.

The Board discussed a proposed policy regarding flooring materials. (A copy of the proposed policy 1.7 Flooring Materials is attached.) There will be further discussion at the October board meeting.

Mr. Friesen will provide a follow up list indicating residents who did not respond to the smoke detector and electrical checkups. He will also prepare a list of follow up repair items that were discovered during the checkup process.

ANNOUNCEMENT

The next regular board meeting is scheduled for Monday, October 15, 2007 at 1:30 p.m. in the Board Room in Gateway.

Announcement

ADJOURNMENT

Having no further business, the meeting adjourned at 3:30 p.m.

Adjournment

Penny Wade, Secretary
Fourth Walnut Creek Mutual

PW:dp

Attachments