

MINUTES
FOURTH WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, FEBRUARY 19, 2008 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, February 19, 2008 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	
EXCUSED:	Hans Koehler	Director	

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

Mr. Herr welcomed the nine residents in attendance and the new GRF CEO Warren Salmons.

INTRODUCTION OF NEW CEO

Mr. Salmons spoke briefly about his management perspectives and observations during his first eleven weeks in Rossmoor. He welcomed residents to meet with him in his office or during the "A Word With Warren" sessions in various locations throughout the valley. Mr. Salmons held a short question and answer period regarding GRF Trust matters.

Introduction of
New CEO

APPROVAL OF MINUTES

Mr. Cardinal moved to approve the minutes of the November 19, 2007 regular meeting of the Board of Directors. Mr. Steindler seconded, and the minutes were approved as written and reviewed.

Approval of
Minutes

RESIDENTS' FORUM

There were no resident comments.

Residents'
Forum

PRESIDENT'S REPORT – Michael Herr, President

Mr. Herr reported on issues discussed at the December and January Presidents' Forums: introduction of Warren Salmons, new CEO; the need for additional entry coordinators and CB operators for the Emergency Preparedness Committee; revised deductible sharing agreement; discussion of Comcast services and rates; trapping of wild turkeys; less than anticipated costs for insurance premium for 2008, including a flooding deductible.

President's
Report

Several letters to and from residents were briefly discussed.

There were no manors sold in January, 2008, and there are currently seven units being leased.

Mr. Herr reported that he and Mr. Cardinal attended a seminar presented by attorneys from the offices of Berding & Weil regarding new legislation and senior housing residency restrictions.

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

VICE PRESIDENT'S REPORT – Don Cardinal, Vice President

Vice President's
Report

Mr. Cardinal commented on the new legislation regarding agendas. He also noted there are two board positions for re-election this year.

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

Financial
Report

Mr. Steindler reported that the Mutual ended year 2007 with over \$42,000 surplus to budget due to lower than expected expenses in the operating fund. The Mutual is in good financial condition.

Mr. Chakoff reported that the auditors are currently reviewing the financial records and will have their report available for Board review within the next few weeks.

LANDSCAPE MAINTENANCE REPORT – Penny Wade, Chair and Rich Perona

Landscape
Maintenance
Report

Mr. Perona reported on lawn, entry, and tree maintenance as well as landscape rehabilitation. (A copy of Mr. Perona's report is attached.)

Ms. Wade reported that she is compiling landscape requests from residents. The committee will meet this week to review the requests and perform a site inspection.

It was reported that behind 1301 SKycrest the lawn needs rehabilitation, and in the front of that building dogs are destroying the turf. Mr. Herr requested that Mr. Perona contact the editor of the *Rossmoor News* for an article stating that dogs should be walked on a leash at all times while in the common area and directed to the rock or bark areas instead of the turf areas to relieve themselves.

BUILDING MAINTENANCE REPORT – Bill Friesen

Building
Maintenance
Report

Mr. Friesen reported Entry 10 on Skycrest is due for asphalt seal coat and repairs. He will submit bids for Board review prior to the April board meeting.

Painting is ahead of schedule. No painting will be done this year.

The next reroofing is scheduled for 2009 for the 2116 Tice Creek Drive manors and the carports in Project 24. The mansard tile roofs need to be completed in Project 21.

Monies have been set aside in the budget for this project. Mr. Friesen will secure bids for this work and present it for Board review in March.

Mr. Friesen reported there was a water line break around Christmastime in Entry 8 on Skycrest that resulted in a significant reserve expense due to deeply-buried lines and holiday labor costs.

Mr. Friesen reported six rain leaks, four from overflowing gutters and two from roof leaks at 1817 Skycrest. Temporary repairs were made and an estimate for final repairs is pending.

The Board discussed a resident request in Entry 10 on Skycrest for a patio extension. The Board held to their original position of denial. The owner may install crushed granite or turf if she wishes but may not install concrete.

Resident Chris Barriga, Skycrest – Entry 11, requested assistance regarding a door that does not open properly. She stated the Mutual replaced the door at some point. Mr. Friesen will check the manor record regarding this issue.

Mr. Herr reported a trip hazard in the walkway between 1301 and 1309 Skycrest Drive. He will ask Mr. Friesen to check on the area to determine what needs to be done.

ARCHITECTURAL CONTROL COMMITTEE

Architectural
Control
Committee

A few alteration permits have been approved for retrofit windows.

EMERGENCY PREPAREDNESS COMMITTEE

Emergency
Preparedness
Committee

No report.

OLD BUSINESS

Old Business

The Board again discussed the proposed Policy 1.7 Mutual Responsibility for Cosmetic Alterations and Policy 1.8 Floor Coverings. It was suggested a revision be included to allow a tile drip area at the front door. The Board will discuss these proposed revisions again at the March 17, 2008 board meeting.

NEW BUSINESS

New Business

Mr. Chakoff is reviewing Policy 5.1 Financial Activities regarding actions that can be taken by the Mutual for delinquent accounts. He will submit his recommendations to the Board at the March board meeting.

The Board discussed the proposed letter for electrical circuit breaker box inspections for those residents who did not have the inspections performed last year. There are currently approximately 67 manors still needing to be inspected. The Board approved the letter as submitted and it will be sent to those residents in question. An informational door hanger will also be left by the technician.

The Board discussed the fire safety alterations that other Mutuals are installing in the entryways in the G-11 buildings at an estimated cost of \$1,500 each. Mr. Friesen will secure bids appropriate to Fourth Mutual.

ANNOUNCEMENT

Announcement

The next regular board meeting is scheduled for Monday, March 17, 2008 at 1:30 p.m. in the Board Room in Gateway.

ADJOURNMENT

Adjournment

Having no further business, the meeting adjourned at 3:20 p.m.

Penny Wade, Secretary
Fourth Walnut Creek Mutual

PW:dp

Attachments