



FIRST WALNUT CREEK MUTUAL

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ARCHITECTURAL CONTROL COMMITTEE MEETING**

**Wednesday, November 15, 2023 at 11:00 a.m.**

**MOD – Large Conference Room  
800 Rockview Drive, Walnut Creek, CA 94595**

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**MINUTES**

**Call to Order**

President England called the meeting to order at 11:00 a.m.

**Roll Call of Directors Present**

Mary A. England – President  
Young Chung – 2<sup>nd</sup> Vice President  
Jen Moreau – Secretary

**Director Absent**

Jean Autrey – Treasurer

**Personnel Attending**

Jeroen Wright – Director of Mutual Operations  
Victoria Thomas – Board Services Coordinator  
Bill Parsons – Resales/Alterations Supervisor

**Members' Forum**

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. There were no members in attendance.

**Review of Alteration**

**Application for a partial balcony enclosure**

A member submitted a request for a partial balcony enclosure and an additional bathroom. Parsons approves the project with no concerns. Metris Construction is the contractor for the project. A notice for dates for construction will be given to adjacent manors by the contractor. The Board Members signed the Alteration Application.

*A motion was made by England, seconded by Chung, to approve the application. Approved by unanimous vote. (3-0)*

**Adjournment**

The meeting was adjourned at 11:21 a.m.