

FIRST WALNUT CREEK MUTUAL

BOARD OF DIRECTORS REGULAR MEETING

Friday, August 25, 2023 at 10:00 a.m.

**Event Center – Donner Room
1021 Stanley Dollar Drive, Walnut Creek, CA 94595**

AGENDA

1. **Call to Order**

2. **Roll Call of Directors**

Mary A. England – President – District 5
Pat Donahue – 1st Vice President – District 4
Barry Hirsch – 2nd Vice President – District 3
Jen Moreau – Secretary – District 2
Jean Autrey – Treasurer – District 1

Board Office Staff

Jeroen Wright – Director of Mutual Operations
Tom Hand – Chief Financial Officer
Dave Peakes – Building Maintenance Manager
John Tawaststjerna – Landscape Manager
Victoria Thomas – Board Services Coordinator

3. **Residents' Forum**

All residents are invited to address the Board with questions, comments, and suggestions. Each resident will have three minutes to speak.

4. **Consent Calendar**

- a. Board of Directors Executive Session Meeting Minutes – July 7, 2023
- b. Board of Directors Regular Meeting Minutes – July 28, 2023
- c. Board of Directors Executive Session Meeting Minutes – July 28, 2023
- d. Architectural Control Committee Meeting Minutes – August 4, 2023

5. **Landscape Report** – *John Tawaststjerna*

- a. General Work
 - Landscape Proposal to Relocate Valves: 2409 Pine Knoll #3 Entry 5
- b. Landscape Committee

6. **Treasurer** – *Jean Autrey/Tom Hand/Ann Prichard*

- a. Treasurer's Report – *Jean Autrey/Tom Hand*
Motion to certify compliance with Civil Code §5500
- b. Budget and Finance Committee Report – *Ann Prichard*

7. **Mutual Operations** – *Jeroen Wright/Dave Peakes*

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8. **Governance** – *Paul Wright/Dick Locke*
9. **Capital Projects** – *Young Chung*
 - a. Electrical Engineering Request for Proposal
10. **President's Report** – *Mary A. England*
11. **New Resident Orientation** – *Jerry Priebat*
Next Orientation Meetings: Tuesday, September 12, 2023 – 10:00 a.m. Donner Room-Event Center
12. **Unfinished Business** – *Mary A. England*
 - a. MOD Proposal Costs for:
 1. Carport Sprinkler System
 2. Deck Firebreak
 3. Carport Inspection
13. **New Business Continued** – *Mary A. England*
 - a. Estimated Insurance Increase
 - b. Strategic Planning Workshop
 - c. Townhall Meeting
 - d. District 3 Election
 - e. Rental Contract Updates
 - f. Appoint Kathy Riley as a Committee Member on the Social Engagement Committee
 - g. Clean Carports Campaign
 - h. Gauthier Non-Respondent List by District
14. **Announcements** – The next scheduled Board of Directors Regular Meeting will be held on September 22, 2023 at 10:00 a.m. in the Donner Room at the Event Center.
15. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures