



FIRST WALNUT CREEK MUTUAL

BOARD OF DIRECTORS REGULAR MEETING

Friday, July 28, 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
Jean Autrey – Treasurer – District 1
Vacant – Secretary – District 2

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. New Business – *Mary A. England*

- a. Appoint Jen Moreau as Secretary on the Board of Directors

4. Residents' Forum

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

5. Consent Calendar

- a. Board of Directors Regular Meeting Minutes – June 9, 2023
b. Board of Directors Executive Session Meeting Minutes – June 9, 2023
c. Board of Directors Regular Meeting Minutes – June 23, 2023
d. Board of Directors Executive Session Meeting Minutes – June 23, 2023
e. Board of Directors Executive Session Meeting Minutes – July 7, 2023
f. Board of Directors Executive Session Meeting Minutes – June 14, 2023

6. Landscape Report – *John Tawaststjerna/Elizabeth Copley*

- a. General Work
b. Landscape Committee

7. 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*

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8. **Mutual Operations** – *Jeroen Wright/Dave Peakes*
9. **Governance** – *Paul Wright/Dick Locke*
10. **Capital Projects** – *Young Chung*
 - a. Electric Engineering Request for Proposal
11. **President's Report** – *Mary A. England*
12. **New Resident Orientation** – *Jerry Priebat*
Next Orientation Meetings: Tuesday, August 8, 2023 – 10:00 a.m. Donner Room-Event Center
13. **Unfinished Business** – *Mary A. England*
 - a. MOD Proposal Costs for:
 1. Carport Sprinkler System
 2. Deck Firebreak
 3. Carport Inspection
 - b. FEMA Reimbursement for Storm Damage
14. **New Business Continued** – *Mary A. England*
 - a. Appoint Pam Hudson as a Committee Member on the Capital Committee
 - b. Appoint Kathy Riley as a Committee Member on the Social Engagement Committee
 - c. Firewise Program
 - d. Townhall Planning
 - e. Strategic Planning
 - f. Member's Emergency Contact Information
 - g. GRF Performance Metric w/MOD
 - h. Legal Advice Expenditure – Not to exceed \$500
 - i. District 3 Election Schedule
 - j. Car Parked in Guest Spot – Potential Vehicle Tow
15. **Announcements** – The next scheduled Board of Directors Regular Meeting will be held on August 25, 2023 at 10:00 a.m. in the Donner Room at the Event Center.
16. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures