

BOARD OF DIRECTORS REGULAR MEETING

Friday, July 28, 2023 at 10:00 a.m.

**Event Center – Donner Room
1021 Stanley Dollar Dr., 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 23, 2023
b. Board of Directors Executive Session Meeting Minutes – June 23, 2023
c. Board of Directors Executive Session Meeting Minutes – July 7, 2023
d. 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** – *Paul Donner/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 Prieбат*
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*
 - b. Appoint Pam Hudson as a Committee Member on the Capital Committee
 - c. Appoint Kathy Riley as a Committee Member on the Social Engagement Committee
 - d. Firewise Program
 - e. Member’s Emergency Contact Information
 - f. Townhall Planning
 - 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