

**FIRST WALNUT CREEK MUTUAL**

**BOARD OF DIRECTORS EXECUTIVE SESSION MEETING**

**Friday, October 13, 2023 at 10:00 a.m.**

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

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**MINUTES**

**Call to Order**

President England called to the meeting to order at 10:05 a.m.

**Board Members Present**

Mary A. England, President, District 5  
Young Chung, 2<sup>nd</sup> Vice President, District 3  
Jean Autrey, Treasurer, District 1  
Jen Moreau, Secretary, District 2

**MOD Staff Present**

Victoria Thomas, Board Services Coordinator

**Topics Included:**

**Reimbursement Hearings**

Approved reimbursement assessments against homeowners for work done in their manors paid by the association and determined to be the homeowners' responsibility. Total amount owed \$7,137.55.

**Disciplinary Hearings**

Disciplinary hearings were held with homeowners who were in violation of the Mutual's policies.

**Delinquencies**

Approved write-off of non-collectable debt of \$98.32 due to the Accounting Department sending a bill 7 months after the event occurred.

**Adjournment**

Having no further business, the meeting adjourned at 12:27 p.m.

**Secretary's Certificate**

I hereby certify that the foregoing is a true and correct copy of the minutes.

*Victoria Thomas*