



## FIRST WALNUT CREEK MUTUAL

### BOARD OF DIRECTORS REGULAR MEETING

Friday, February 23, 2024 at 10:00 a.m.

Meeting is Conducted In-Person and Virtually

Event Center - Donner Room

1021 Stanley Dollar Drive, Walnut Creek, CA 94595

Join Meeting Virtually

<https://rossmoor.zoom.us/j/83460633302>

Meeting ID: 834 6063 3302

Dial In - (669) 444-9171

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### AGENDA

1. Call to Order

2. Roll Call of Directors

Mary A. England – President – District 5  
Peter Catalano – 1st Vice President – District 4  
Young Chung – 2nd Vice President – District 3  
Jen Moreau – Secretary – District 2  
Jean Autrey – Treasurer – District 1

Mutual Operations Staff

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

3. Members' Forum

All members are invited to address the Board with questions, comments, and suggestions. The Board does not directly answer questions posed by speakers during the Members' Forum but does hear the viewpoints and ideas presented and considers them as they act during the meeting. Comments are limited to three minutes per member.

4. Consent Calendar

- a. Board of Directors Executive Session Meeting Minutes – January 12, 2024
- b. Board of Directors Executive Session Meeting Minutes – January 19, 2024
- c. Board of Directors Regular Meeting Minutes – January 26, 2024
- d. Board of Directors Executive Session Meeting – January 26, 2024
- e. Board of Directors Executive Session Meeting – January 29, 2024
- f. Architectural Control Committee Meeting – February 2, 2024
- g. Board of Directors Executive Session Meeting – February 9, 2024

*Recommendation: The Board of Directors approve the Consent Calendar as posted.*

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### 5. **Treasurer** – *Jean Autrey/Ann Prichard*

- a. Treasurer's Report – *Jean Autrey*

*Recommendation: The Board of Directors certifies compliance with Civil Code §5500.*

### 6. **Mutual Operations** – *Jeroen Wright/Dave Peakes*

### 7. **Landscape Manager's Report** – *John Tawaststjerna*

### 8. **Committee Reports**

- a. Budget and Finance Committee Report – *Paul Moderaki*
- b. Landscape Committee – *Pat Power*
- c. Governance Committee – *Madelyn Miller*
- d. Capital Projects Committee – *Pam Hudson*
- e. Social Engagement Committee – *Marcia Keating*

### 9. **President's Report** – *Mary A. England*

### 10. **New Resident Orientation** – *Jerry Priebat*

Next Orientation Meeting: The next scheduled meeting is on March 12, 2024 at 7:00 p.m. in the Donner Room at the Event Center.

### 11. **Unfinished Business** – *Mary A. England*

#### **Action Items**

- a. Identify and assign Priorities to Board Director or Committee

### 12. **New Business**

#### **Action Items**

- a. Con Fire Drill Request – *Captain Jeff Ornelious*
- b. Refer Maintenance Policy 2.0 to Governance Committee
- c. Carport Inspections – *Young Chung*
  - Policies and enforcement
  - Golf cart charging
  - EV charging
  - Auxiliary Storage cabinets
- d. Board & Alterations Policy Violation Enforcement Procedures
- e. Status of 2022 Audit
- f. Approve Porter & Lasiewicz, CPA's to file the 2023 tax returns and authorize Jean Autrey to sign an Engagement Letter.
- g. Alterations – White Trim Exterior

### 13. **Informational/Discussion Items**

- a. Potentially creating an emergency task force to find a different accounting firm to handle the Mutual's accounting
- b. Membership Financial Requirements Policy
- c. Bylaws Revision Process
- d. Board Member and District Expansion Proposal

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14. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting. The meeting will be held on March 22, 2024 at 10:00 a.m. in the Donner Room at the Event Center as well as virtually.
  
15. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures.