

FIRST WALNUT CREEK MUTUAL

BOARD OF DIRECTORS REGULAR MEETING

Friday, November 22, 2024 at 10:00a.m.
(*Social Gathering is Welcomed at 9:30 a.m.*)

Meeting is Conducted In-Person and Virtually

Event Center – Donner Room
1010 Stanley Dollar Drive, Walnut Creek, CA 94595

Join Meeting Virtually

To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/87842377227> or use the Meeting ID: 878 4237 7227. You will see a few prompts to click on such as allowing “the page to open zoom.us,” “join with video,” and “join with computer audio.” Be sure to have your computer speakers turned on.

If residents just want to hear the deliberations, they can dial (669) 900-6833 on any phone, and they will be prompted to enter the Meeting ID: 878 4237 7227.

For technical support to join a meeting, contact (925) 988-7627 or Support@rossmoor.com.

AGENDA

1. **Call to Order**

2. **Roll Call of Directors**

Young Chung – President – District 3
Peter Catalano – 1st Vice President – District 4
Vacant – 2nd Vice President – District 2
Peggy Kaiser – Treasurer – District 5
Jean Autrey – Secretary – District 1

Mutual Operations Staff

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

3. **New Business**

Action Items

Appoint Kevin Dowling as a Director on the Board

Recommendation: The Board of Directors appoint Kevin Dowling as a Director on the Board.

Recommendation: The Board of Directors appoint Kevin Dowling as the 2nd Vice President on the Board.

4. **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.

5. **Consent Calendar**

- a. Board of Directors Regular Meeting Minutes – October 25, 2024
- b. Board of Directors Executive Session Meeting Minutes – October 25, 2024
- c. Architectural Control Committee Meeting Minutes – November 5, 2024
- d. Board of Directors Special Meeting Minutes – November 8, 2024
- e. Board of Directors Executive Session Meeting Minutes – November 8, 2024
- f. Board of Directors Executive Session Meeting Minutes – November 13, 2024

Recommendation: The Board of Directors approve the Consent Calendar.

6. **Report Out from Executive Session Meetings**

- a. Report out from Executive Session on October 25, 2024: The Board met to discuss:
 - Disciplinary Hearings
- b. Report out from Executive Session on November 8, 2024: The Board met to discuss:
 - Board Matters
- c. Report out from Executive Session on November 8, 2024: The Board met to discuss:
 - Board Matters

7. **Treasurer's Report** – *Peggy Kaiser*

- a. Treasurer's Report

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

8. **Mutual Operations Reports** – *Jeroen Wright/Dave Peakes*

9. **Chief Financial Officer's Report** – *Todd Arterburn*

10. **Landscape Manager's Report** – *John Tawaststjerna*

11. **President's Report** – *Young Chung*

12. **Committee Reports**

- a. Budget and Finance Committee Report – *Paul Moderacki*
- b. Landscape Committee – *Pat Power*
- c. Capital Projects Committee – *Mike Sund*
- d. Social Engagement Committee – *Marcia Keating*

13. **New Resident Orientation** – *Jerry Priebat*

Next Orientation Meeting: The next scheduled meeting is on January 14, 2025 at 10:00 a.m. in the Bunker Room at the Creekside Clubhouse.

14. **Unfinished Business**

Action Items

- a. Approve Proposed Amendments to the Elections and Voting Policy 20.0 – *Autrey/Legal Counsel Recommendation: The Board of Directors approve and adopt proposed amendments to the Elections and Voting Policy 2.0.*
- b. Vehicle Tow – *Chung*
Recommendation: The Board of Directors approve to authorize Board President to tow vehicles.

15. **New Business**

Action Items Cont.

- a. Board Review and Approve Checks over \$10,000 – *Chung*
Recommendation: The Board of Directors approve any checks over \$10,000.
- b. Fire Extinguisher Inspection Agreement w/MOD – *Chung*
Recommendation: The Board of Directors approve the contract with MOD to conduct monthly fire extinguisher inspections at a cost of \$6.50 per extinguisher.
- c. Community Association Institute – *Kaiser*
Recommendation: The Board of Directors approve the contract with Community Association Institute.

16. **Informational/Discussion Items**

- a. Proposed Amended Bylaws – Open Topics
- b. Landscaping Presentation

17. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting on December 27, 2024 at 10:00 a.m. at the Event Center in the Donner Room as well as virtually.

Should topics from today’s meeting be deferred and moved to the next agenda, that meeting will be conducted as a Board of Directors Special Meeting on December 13, 2024 at 10:00 a.m. in the Donner Room at the Event Center as well as virtually.

18. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures.