

BOARD OF DIRECTORS REGULAR MEETING**Friday, September 26, 2025 at 10:00a.m.****Meeting is Conducted In-Person and Virtually****Event Center – Donner Room**

1021 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/82381885756> or use the Meeting ID: 823 8188 5756. 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) 444-9171 on any phone, and they will be prompted to enter the Meeting ID: 823 8188 5756.

AGENDA**1. Call to Order****2. Roll Call
Directors**

Young Chung – President
Peter Catalano – 1st Vice President
Kevin Dowling – 2nd Vice President
Peggy Kaiser – Treasurer
Jean Autrey – Secretary

Rossmoor Property Management

Jeroen Wright – Director
Todd Arterburn – Chief Financial Officer
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 Special Meeting Minutes – August 5, 2025
 - b. Board of Directors Emergency Executive Session – August 15, 2025
 - c. Board of Directors Regular Meeting Minutes – August 22, 2025
 - d. Board of Directors Executive Session Meeting Minutes – August 22, 2025
- Recommendation: The Board of Directors approve the Consent Calendar.*

5. **Executive Session Meeting Summary**

- Executive Session Meeting on August 15, 2025
 - The Board met to discuss litigation.
- Executive Session Meeting on August 22, 2025
 - The Board met to discuss litigation.

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

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

a. Treasurer's Report

Recommendation: The Board of Directors certifies compliance with Civil Code §5500 for July and August financial statements.

8. **Director's Report** – Jeroen Wright

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

10. **Building Maintenance Manager's Report** – Dave Peakes

a. Bid pending approval on roofing project in the amount of \$446,790.

Recommendation: The Board of Directors approve the contract to install new roofing system in the amount of \$446,790 from the reserve account.

b. Bid pending approval to repair asphalt in the amount of \$153,500.

Recommendation: The Board of Directors approve to replace the asphalt in the amount of \$153,500 from the reserve account.

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

a. Bid pending approval to remove four Monterey Pine Trees in the amount of \$24,300.

Recommendation: The Board of Directors approve the contract to remove four Monterey Pine trees in the amount of \$24,300.

b. Bid pending approval to remove one Eucalyptus Tree in the amount of \$8,290.

Recommendation: The Board of Directors approve the contract to remove one Eucalyptus tree in the amount of \$8,290.

12. **Committee Reports**

a. Budget and Finance Committee Report – Paul Moderacki

b. Landscape Committee – Committee Chair Vacant

c. Capital Projects Committee – Mike Sund

d. Social Engagement Committee – Maria Keating and Brenda Wilson

13. **New Resident Orientation** – Kevin Dowling

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

14. **Old Business**
Action Items

a. Proposed Amendments to the Bylaws.

Recommendation: The Board of Directors approve the proposed amendments to the Bylaws.

15. **New Business**

Action Items

- a. Proposed Amendments to the Maintenance Policy – *Jean Autrey*
Recommendation: The Board of Directors approve the proposed amendments to the Maintenance Policy.
- b. Zoom License Renewal for Budget and Finance Committee Reimbursement
Recommendation: The Board of Directors approve the reimbursement for the Zoom license renewal for the Budget and Finance Committee.
- c. Zoom License Renewal for the Mutual – *Peggy Kaiser*
Recommendation: The Board of Directors approve the renewal of the Zoom license in the amount of not to exceed \$170.00 from the reserve account.
- d. Post Financial Statements on Mutual's Webpage – *Young Chung*

16. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting on October 24, 2025 at 10:00 a.m. at the Event Center in the Donner Room as well as virtually.

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