

FIRST WALNUT CREEK MUTUAL

BOARD OF DIRECTORS SPECIAL MEETING

Friday, August 9, 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
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/87844545990> or use the Meeting ID: 878 4454 5990. 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: 878 4454 5990.

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**

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
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. Architectural Control Committee Meeting Minutes – July 2, 2024
- b. Board of Directors Special Meeting – July 12, 2024
- c. Board of Directors Executive Session Meeting – July 12, 2024

- d. Board of Directors Executive Session Meeting Minutes – July 18, 2024
- e. Board of Directors Regular Meeting Minutes – July 26, 2024
- f. Board of Directors Executive Session Meeting Minutes – July 26, 2024
Recommendation: The Board of Directors approve the Consent Calendar.

5. Report Out from Executive Session Meetings

- a. Report out from Executive Session on July 12, 2024: The Board met to discuss contracts, disciplinary hearings, and delinquent accounts.
- b. Report out from Executive Session on July 18, 2024: The Board met to discuss potential litigation.
- c. Report out from Executive Session on July 26, 2024: The Board met to discuss the formation of a contract.

6. Mutual Operations Reports – Jeroen Wright/Dave Peakes

7. President’s Report – Mary England

8. New Resident Orientation – Jerry Priebat

Next Orientation Meeting: The next scheduled meeting is on August 13, 2024 at 10:00 a.m. in the Bunker Room at the Creekside Clubhouse.

9. Unfinished Business – Mary A. England

Action Items

10. New Business

Action Items

- a. Rockledge Work Yard Concerns – Catalano
Recommendation: Board of Directors to consider and resolve any issues related to the Rockledge maintenance yard.
- b. Review of Commercial Activity – England
Recommendation: Board of Directors approve to review the Policy Section 4.0.1.
- c. Golden Rain Foundation Contract – Catalano
Recommendation: Board of Directors consider actions related to the GRF Contract.
- d. Waiver of Bylaws Insurance Provision – Catalano
Recommendation: Board of Directors approve to evaluate whether a waiver is appropriate.
- e. Bylaws Voting Procedures – Autrey
Recommendation: Board of Directors approve splitting the Bylaws into 2 mailings.
- f. Review & Approve Proposal to Charter FWCM Communication Taskforce/Ad-Hoc Committee – England
Recommendation: Board of Directors approve the charter FWCM Communication Taskforce Ad-Hoc Committee.
- g. Communication Support Services Contract with VistAbility – England
Recommendation: Board of Directors approve the contract with VistAbility and authorize Mary A. England to sign the contract on the Mutual’s behalf.

- h. Follow up on Resolution regarding Payments on Expenses over \$10,000 – *Autrey*
Recommendation: Board of Directors review and approve procedure for payments.
- i. Policy for Large Checks policy for authorizing checks over \$10,000 – *Catalano*
Recommendation: Board of Directors establish a check authorization procedure.

11. Informational/Discussion Items

- 12. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting. The meeting will be held on August 23, 2024 at 10:00 a.m. at the Event Center in the Donner Room as well as virtually.
- 13. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures.