

FIRST WALNUT CREEK MUTUAL

BOARD OF DIRECTORS SPECIAL MEETING

Friday, June 14, 2024 at 12:00 p.m.
(No Social Gathering before this meeting)

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/83236145816> or use the meeting ID: 832 3614 5816. 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: 832 3614 5816.

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. **Unfinished Business** – *England*

Action Items

- a. Proposed Amendments to the Building Maintenance Policy 2.0 – *Chung/Autrey*
Recommendation: Board of Directors approve the Proposed Amendments to the Building Maintenance Policy 2.0.

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5. New Business – England

Action Items

- a. Approve Amendments to the Elections and Voting Policy – *Legal Counsel/Autrey*
Recommendation: Board of Directors approve proposed amendments to the Elections and Voting Policy.
- b. New California Law - Elections and Candidate Required Qualifications – *England*
Recommendation: Board of Directors approve the California Law on Elections and Candidate Required Qualifications.
- c. Public Information Packets – *Chung*
Recommendation: Board of Directors Approve Posting Public Information Packets on Webpage.
- d. ACC Agenda and Minutes – Format and Contents – *Chung*
Recommendation: Board of Directors Approve Adding Property Addresses and a Brief Description of the Proposed Alteration to the ACC Agenda and Subsequent Meeting Minutes.
- e. Review to Adopt Proposed Amendments to the Bylaws – *Legal Counsel*
Recommendation: Board of Directors Adopt Proposed Amended Bylaws.
- f. Budget Transfer Authorizations – *Autrey*
Recommendation: Board of Directors Approve Budget Transfers and Budget Specific Transfers.
- g. Director Attendance to Board Meetings Bylaws – *England*
Recommendation: Board of Directors Approve that Directors are required to attend to all Board Meetings, Executive Session Meetings, and Architectural Control Committee Meetings unless excused.
- h. Director Availability for Member Communication – Remove Phone Number from Webpage – *England*
Recommendation: Board of Directors Approve Removal of Directors Contact Information on the Mutual's Webpage.
- i. Review Budget and Financial Policy 22.0 – Membership Financial Requirements – *Autrey*
Recommendation: Board of Directors Approve to Not Change the Policy.

6. Informational/Discussion Items

- a. Townhall – Update on Membership Bylaw Discussion – *Catalano*
- b. Status of Governance Committee – *Catalano*
- c. Freedom of Information – *Catalano*
- d. GRF Breach of Contract – *Catalano*

7. Announcements – The next scheduled meeting is the Board of Directors Regular Meeting. The meeting will be held on June 28, 2024 at 10:00 a.m. in the Donner Room at the Event Center as well as virtually.

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