

BOARD OF DIRECTORS SPECIAL MEETING

Tuesday, September 17, 2024 at 1:00 p.m.

Meeting was In Person and Virtually

**Gateway Clubhouse – Multi Purpose Room #3
1001 Golden Rain Road, Walnut Creek, CA 94595**

MINUTES

1. Call to Order

President England called the meeting to order at 1:02 p.m.

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 – Absent
Jean Autrey – Treasurer – District 1

Mutual Operations Staff

Jeroen Wright – Director of Mutual Operations
Bud Baxter – Accounting Manager
Dave Peakes – Building Maintenance Manager
John Tawaststjerna – Landscape Manager
Charice Jimenez – Board Services Coordinator

3. Members' Forum

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. There were no comments.

4. New Business

Action Items

a. 2025 Budget Preparation

The Board met to begin preparing of the 2025 budget with Staff.

5. Adjourned

There being no further business the Board of Directors Special Meeting adjourned at 3:24 p.m.

Board Assistant Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes.

Victoria Thomas