



FIRST WALNUT CREEK MUTUAL

BOARD OF DIRECTORS SPECIAL MEETING

Friday, September 6, 2024 at 10:00 a.m.

Meeting is In Person and Virtually

Creekside Clubhouse – Club Room

1010 Stanley Dollar Drive, Walnut Creek, CA 94595

To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/89245441921> or use the Meeting ID: 892 4544 1921. 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: 892 4544 1921.

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
Dave Peakes – Building Maintenance 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. Old Business

Action

a. Proposed Amended Bylaws – *Catalano/Young*

Recommendation: Board of Directors review and approve the proposed amended Bylaws.

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5. New Business Action Items

- a. Building Maintenance Drainage Project – *Peakes*
Recommendation: Board of Directors approve the vendor for the project with the winning bid.
- b. Building Maintenance Asphalt Project – *Peakes*
Recommendation: Board of Directors approve the vendor for the project with the winning bid.
- c. HVAC Filters – *England/Peakes*
Recommendation: Board of Directors evaluate HVAC filter options and cost.
- d. Reinstate Mutual with Franchise Tax Board by filing a FTB 3500 form – *England*
Recommendation: Board of Directors approve reinstating the Mutual with the Franchise Tax Board by filing a FTB 3500 form and authorize Mary A. England to sign the agreement on the Mutual's behalf.
- e. Fire Extinguisher Inspection Requirement – *England*
Recommendation: Board of Directors approve contract for inspections and authorize Mary A. England to sign the contract on the Mutual's behalf.
- f. Communication Task Force Charter – *England*
Recommendation: Board of Directors approve the Communication Task Force Charter.
- g. Contractor Work Yard Presentation – *England*
Recommendation: Board of Directors approve to eliminate work yard contract.
- h. Bylaws Voting Procedures – *Autrey*
Recommendation: Board of Directors approve splitting the Bylaws into 2 mailings.
- i. Communication Support Services Contract with VistAbility – *England*
Recommendation: Board of Directors approve the contact with VistAbility and authorize Mary A. England to sign the contract on the Mutual's behalf.

6. Information/Discussion Items

- a. Election of Directors Schedule – *England*

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