



FIRST WALNUT CREEK MUTUAL

## ORGANIZATIONAL MEETING

Tuesday, October 1, 2024 at 10:00 a.m.

Meeting was Conducted In-Person and Virtually

Event Center – Donner Room  
1021 Stanley Dollar Drive, Walnut Creek, CA 94595

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### MINUTES

1. **Call to Order**

Thomas called the meeting to order at 11:48 a.m.

2. **Roll Call of Directors**

Young Chung – President – District 3  
Peter Catalano – 1st Vice President – District 4  
Vacant – 2nd Vice President – District 2  
Peggy Kaiser – Treasurer – District 5  
Jean Autrey – Secretary – 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. **Residents' Forum**

All residents were invited to address the Board with questions, comments, and suggestions. There were no comments.

4. **Secret Ballot of Officer Positions**

a. President

First vote there was a tie for the position.

Second vote Young Chung won the vote for the position. Thomas announced Young as the President of the Board.

b. 1<sup>st</sup> Vice President

Peter Catalano won the vote for the position. Thomas announced Peter as the 1<sup>st</sup> Vice President of the Board.

c. 2<sup>nd</sup> Vice President

Jean Autrey suggested this position remain open until a member is appointed to the vacant position. Directors agreed and left the position vacant.

d. Treasurer

Peggy Kaiser won the vote for the position. Thomas announced Peggy as the Treasurer of the Board.

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- e. Secretary  
Jean Autrey won the vote for the position. Thomas announced Jean as the Secretary of the Board.

**5. Appointment of Assistant Treasurer**

- a. Todd Arterburn  
*Motion made by Chung, seconded by Autrey, to appoint Todd Arterburn as Assistant Treasurer of the Board. Approved by unanimous vote. (4-0)*

**6. Appointment of Assistant Secretary**

- a. Victoria Thomas  
*Motion made by Autrey, seconded by Chung, to appoint Victoria Thomas as Assistant Secretary of the Board. Approved by unanimous vote. (4-0)*

- 7. **Announcements** – The next scheduled meeting is the Board of Directors Special Meeting on October 11, 2024 at 10:00 a.m. at the Creekside Clubhouse in the Club Room as well as virtually.

**8. Adjourned**

There being no further business the Organizational Meeting adjourned at 11:59 a.m.

**Board Assistant Secretary's Certificate**

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

*Victoria Thomas*