

FIRST WALNUT CREEK MUTUAL**BOARD OF DIRECTORS REGULAR MEETING**

Friday, December 12, 2025 at 10:00a.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/82889171499> or use the Meeting ID: 828 8917 1499. 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 (305) 224-1968 on any phone, and they will be prompted to enter the Meeting ID: 828 8917 1499.

For technical support to join a meeting, contact (925) 988-7627 or Support@rossmoor.com.

AGENDA

1. **Call to Order**

2. **Roll Call**
Directors

Young Chung – President
Kevin Dowling – 1st Vice President
Mike Sund – 2nd Vice President
Paul Moderacki – Treasurer
Peggy Kaiser – Secretary

Rossmoor Property Management

Jeroen Wright – Director
Todd Arterburn – Chief Financial Officer
Dave Peakes – Building Maintenance Manager
John Tawaststjerna – Landscape Manager
Lucy Limon – 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. Board of Directors Regular Meeting (ACC) Minutes – November 4, 2025
- b. Board of Directors Executive Session Meeting Minutes – November 12, 2025
- c. Board of Directors Regular Meeting Minutes – November 14, 2025
- d. Board of Directors Executive Session Meeting Minutes – November 14, 2025
- e. Board of Directors Special Meeting Minutes – November 25, 2025

Recommendation: The Board of Directors approve the Consent Calendar.

5. **Executive Session Meetings Summary**

- Executive Session Meeting on November 12, 2025
 - Disciplinary Hearings and Formation of Contracts
- Board Matters Executive Session Meeting on November 14, 2025
 - Board Matters

6. **President's Report** – *Young Chung*

7. **Treasurer's Report** – *Peggy Kaiser*

a. Treasurer's Report

Recommendation: The Board of Directors certifies compliance with Civil Code §5500 for financial statements.

8. **Director's Report** – *Jeroen Wright*

9. **Chief Financial Officer's Report** – *Todd Arterburn*

10. **Building Maintenance Manager's Report** – *Dave Peakes*

11. **Landscape Manager's Report** – *John Tawaststjerna*

12. **Committee Reports**

- a. Budget and Finance Committee Report – *Committee Chair Vacant*
- b. Landscape Committee – *Committee Chair Vacant*
- c. Capital Projects Committee – *Committee Chair Vacant*
- d. Social Engagement Committee – *Macia Keating and Brenda Wilson*

13. **New Resident Orientation** – *Kevin Dowling*

Next Orientation Meeting: The next meeting scheduled is on January 16, 2026 at 10:00 a.m. in the Bunker Room at the Creekside Clubhouse.

14. **Old Business**

Action Items

- a. Adopt Proposed Amended Bylaws – *Young Chung*
Recommendation: The Board of Directors adopt the proposed amended Bylaws.

15. **New Business**

Action Items

- a. Appoint Jean Autrey as the Chair to the Budget and Finance Committee.
Recommendation: The Board of Directors appoint Jean Autrey as the Chair to the Budget and Finance Committee.
- b. Process for General Notices – *Young Chung*
Recommendation: The Board of Directors approve distribution of general notices by posting

- c. Social Engagement Committee Budget Request – *Young Chung*
Recommendation: The Board of Directors approve proposed budget.

16. **Informational Item**

- a. Carport Inspection
- b. Private Gardens/Common Area Policy

17. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting on January 23, 2026 at 10:00 a.m. in the Donner Room at the Event Center as well as virtually.

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