



## SECOND WALNUT CREEK MUTUAL

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, June 20, 2024 at 10:00 a.m.

Meeting is Conducted In-Person and Virtually

Peacock Hall / Gateway Plaza  
1001 Golden Rain Road, Walnut Creek, CA 94595

#### Join Meeting Virtually

For video/audio participation on your laptop, tablet, or smartphone, enter <https://rossmoor.zoom.us/j/89677911573> Meeting ID: 896 7791 1573 in your browser and follow the on-screen instructions to enter the meeting. Be sure to have your computer speakers turned on.

For audio only, dial **669-900-6833** on your phone and enter **Meeting ID: 896 7791 1573**

For technical support to join a meeting, contact 925.988.7627 or [support@rossmoor.com](mailto:support@rossmoor.com)

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### AGENDA

1. **Call to Order** – President Shlevin
2. **Roll Call of Directors** – President Shlevin
3. **Mutual Operations Staff**
  - Jeroen Wright – Director of Mutual Operations
  - Todd Arterburn – Chief Financial Officer
  - Eric Howard – Building Maintenance Manager
  - John Tawaststjerna – Landscape Manager
  - Jesus Morales – Landscape Supervisor
  - Lisa Kam - Interim Board Services Coordinator
4. **Consent Calendar Minutes**
  - Executive Session - May 17, 2024
  - Executive Session - June 17, 2024
5. **Treasurer's Report:**
  - a. Treasurer's Report: Marvin Ryken, Todd Arterburn
  - b. Motion to approve Independent Accountant's Review Report Financial Statements and Supplemental Information - December 31, 2022
  - c. Motion to approve SWCM Letter of Representation
  - d. Motion to approve 2023 Engagement Letter Porter & Lasiewicz
6. **Mutual Operations** – *Jeroen Wright/Eric Howard*
  - a. Building Maintenance Report
  - b. Motion to approve contract between SWCM and 5 Star Painting/Construction to repair drainage system 3224 TCCD
  - c. Motion to approve Silicon Valley Paving Change Order TCD E12B



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7. **Landscape Manager's Report** – *John Tawaststjerna/Jesus Morales*
  - a. Landscape Maintenance Report
8. **Committee Reports**
  - a. Water and Conservation Committee Report – Therese Welter
9. **Unfinished Business**
  - a. Real Estate Report – Linda Stephens
  - b. Website updates – Dan Davis
10. **New Business** – *Loran Shlevin*  
None
11. **President's Report** – *Loran Shelvin*
12. **Members' Forum**  
*Comments are limited to three (3) minutes per person. The Members' Forum will close when the last Member who asks to address the Board has spoken or the scheduled time allocated to the SWCM to use the meeting room has ended, whichever comes first. Members who are not able to address the Board may contact them by telephone or email as provided on the Second Mutual web page included under For Residents/Mutual at [www.rossmoor.com](http://www.rossmoor.com).*
13. **Announcements** – The next scheduled Board of Directors Regular Meetings will be held on July 18, 2024 at 10:00 a.m. in the Peacock Hall/Gateway Plaza and August 1, 2024 at 4:00 p.m. in the Club Room/Creekside Clubhouse
14. **Adjournment.**