

**SECOND WALNUT CREEK MUTUAL**

**BOARD OF DIRECTORS REGULAR MEETING**

**Thursday, November 21, 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**

To view the meeting on your computer, iPad, or smart phone, residents should log-in to: <https://rossmoor.zoom.us/j/82944617843> use the **Meeting ID: 829 4461 7843** 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: 829 4461 7843** at the prompt.

For technical support to join a meeting, contact 925.988.7627.

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**AGENDA**

1. **Call to Order**
2. **Roll Call of Directors**
  - Lon Bruce – President
  - Michele Colucci– Vice President
  - Vona Scott - Treasurer
  - Jeanne Steidel - Secretary
  - Marv Ryken- Director
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
  - Anna Rocha – Board Services Coordinator
4. **Approval of Minutes**
  - a. Regular Board Meeting Minutes – September 19, 2024
  - b. Annual Board Meeting Minutes - October 15, 2024
  - c. Organizational Board Meeting Minutes – October 15, 2024
  - d. Executive Session Board Meeting Minutes – October 22, 2024
  - e. Regular Board Meeting Minutes – November 7, 2024
5. **President’s Report** – *Bruce*
6. **Treasurer’s Report** - *Scott*
  - a. Treasurer’s Report: *Vona Scott, Todd Arterburn*

## SECOND WALNUT CREEK MUTUAL

### 7. Operations Manager's Report – *Jeroen Wright*

### 8. Building Maintenance Manager's Report – *Eric Howard*

- a. 3441 – Tice Creek 3 Proposals to Replace Galvanized Water Lines
  - Flowing Water Plumbing & Draining
  - Davis Plumbing
  - 5 Star Plumbing

### 9. Landscape Manager's Report – *John Tawaststjerna/Jesus Morales*

- a. Landscape Maintenance Report

### 10. Committee Reports

- b. Water and Conservation Committee Report - *Steidel & Walters*
- c. Trash Committee – *Colucci*
- d. Finance & Insurance Committee – *Scott & Colucci*
- e. Landscape Committee - *Steidel*
- f. EPICS - *Ryken*
- g. Welcome Committee – *Steidel*
- h. Technology & Communication – *Colucci*
- i. Architectural Review Committee – *Ryken*
- j. Contracts, Grants, and Rebates Committee – *Scott*

### 11. Old Business

- j. Approve SWCM Water Filtration System for Affected Members
- k. Tice Creek, Entry D Landscape Plan Review & Approve
- l. 4041 and Budget Booklet Mailing Discussion, Jeroen
- m. 2022 & 2023 Review Financial Finalization & Mailing Status

### 12. New Business

- n. Re-instating Guarantor Letter to Real Estate Transactions
- o. Committee Reports Deadline
- p. Plastic Storage Bins in Parking Area
- q. Social Events in Lieu of the Old BOD Regular Meeting Review & Approve

### 13. President's Report – *Jeanne Steidel*

### 14. 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).*

### 15. Announcements – This next scheduled meeting will be a Regular Session Meeting to be held on January 16, 2024, 10 a.m. in the Peacock Hall at the Gateway Plaza.