

SECOND WALNUT CREEK MUTUAL

BOARD OF DIRECTORS REGULAR MEETING

Thursday, September 18, 2025, 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/85200797599> use the **Meeting ID: 852 0079 7599** 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: 852 0079 7599** at the prompt.

For technical support to join a meeting, contact 925.988.7627

AGENDA

1. Call to Order

2. Roll Call of Directors

Lon Bruce – President
Michele Colucci – Vice President
Vona Scott – Treasurer
Bob Kelso – 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
Lisa Kam – Interim Board Services Coordinator

4. Approval of Minutes

- a. Approve Board of Directors Executive Session Meeting Minutes – August 29, 2025
- b. Approve Board of Directors Regular Meeting Minutes – August 21, 2025

Recommendation: The Board of Directors approves the Meeting Minutes.

5. President's Report – Lon Bruce

6. Operations Manager's Report – Jeroen Wright

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7. **Chief Financial Officer** – *Todd Arterburn*
8. **Treasurer's Reports** – *Vona Scott*
9. **Building Maintenance Manager's Report** – *Eric Howard*
10. **Landscape Manager's Report** – *John Tawaststjerna / Jesus Morales*
11. **Committee Reports**
 - a. Water and Conservation Committee Report – *Therese Welter*
 - b. Trash Committee – *Kathleen Epperson*
 - c. Finance & Insurance Committee – *Victoria Skerritt*
 - d. Landscape Committee – *Tieka Romanoff*
 - e. Infrastructure Committee – *Kevin Moore*
 - f. Welcome Committee – *Susan Haigh-Bishop*
 - g. Architectural Review Committee – *Lon Bruce*
12. **Old Business**
 - a. None
13. **New Business**
 - a. Appointment of Janet Lujan to Asst. Board Secretary
 - b. Freeman's request for retrospective and go forward \$529 per unit increase.
 - c. 3465 Tice Creek gentle renovation budget and approval to proceed, including and through sale.
 - d. Zinsco panel contract update, review and approval.
 - e. \$20k deposit return from AMAC for voided Zinsco panel contract follow-up.
 - f. RPM contract and legal review.
 - g. Add laundry room interior refresh to the 12-year rehab process/cycle.
 - h. Inspections under the G-11 buildings.
 - i. Sidewalk inspections and grinding added.
 - j. Balcony inspection results?
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.
15. **Announcements**
 - a. The next scheduled meeting is the Board of Directors Annual Meeting held on Tuesday, October 21, at 10:00 a.m. in the Peacock Hall at the Gateway Plaza.
16. **Adjournment**