



**WALNUT CREEK MUTUAL No. 53
FIRST ANNUAL MEETING OF THE MEMBERS
& ORGANIZATIONAL MEETING OF THE BOARD
DIRECTLY FOLLOWING THE BALLOT COUNT MEETING
WEDNESDAY, SEPTEMBER 14th, 2022, AT 10:00AM
PEACOCK HALL – GATEWAY CLUBHOUSE
1001 GOLDEN RAIN RD- WALNUT CREEK, CA 94595**

Date: August 12th, 2022

To: All Residents of Walnut Creek Mutual No. 53

Subject: Notice of Annual Meeting

All residents are invited and encouraged to attend the first annual meeting on **Wednesday, September 14th, 2022, at 10:00 a.m.** in the Peacock Hall at the Gateway Clubhouse.

Details of the Annual Meeting are as follows:

AGENDA

1. Call to Order
2. Roll Call of Directors
 - a. Michele Huff
 - b. Matt Kaplan
 - c. Barbara Landberg
 - d. Barbara Mintz
 - e. Bradley Schimek
3. Residents' Forum
4. Announce Elections Results
 - a. Election Results of Bylaws
 - b. Election Results of CC&R's
 - c. Election Results for Board of Directors
5. Adjournment to Organizational Meeting

(continued)



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ORGANIZATIONAL AGENDA

1. Call to Order and Roll Call
2. Organizational Formation
 - A. Directors' Election of Officers
 1. Appointment of President, Vice President, Secretary, Treasurer, and Director-at-Large
 2. Appointment of Assistant Secretary
 3. Appointment of Assistant Treasurer
 4. Appointment of Terms of Office
 - a. The three candidates with the highest number of votes will serve a 2-year term
 - b. The two candidates with the lowest number of number of votes will serve a 1-year term
 - B. Next election of two directors of the Board will be for a 2-year term
 - C. Establishment of Committees and Appoint Committee Chairs
 1. Finance Committee
 2. Governing Documents Committee
 3. Landscape Committees
 4. Building Maintenance Committee
 5. Architectural Review Committee
3. New Business
 - a. Certification of CC&Rs by Secretary
 - b. Certification of Bylaws by Secretary
 - c. Presidents Report



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- d. Motion to authorize the Assistant Treasurer and MOD Accounting Department to close all current “Project 53” accounts; open new accounts under Walnut Creek Mutual Fifty-Three (Mutual 53) for operations, reserves.
 - e. Motion to authorize the President, Vice President, Treasurer, and Secretary of Mutual 53 to sign checks or instruments on behalf of Mutual 53 for account held by City National Bank on terms and conditions as agreed with City National Bank
 - f. Motion to adopt Mutual Operations Department (MOD) contract
 - g. Motion to appoint attorney for Mutual 53
 - h. Motion to continue using TWCM’s Policies and Procedures until Mutual 53 adopts their own Policies and Procedures.
4. Announcements: The next scheduled regular meeting of the Board will be on October 28th, 2022, at 2pm in the Clubroom at the Creekside Clubhouse.
5. Adjournment.