



## SECOND WALNUT CREEK MUTUAL

### BOARD OF DIRECTORS ORGANIZATIONAL MEETING

**Tuesday, October 21, 2025, at 9:30 a.m.**

**Meeting is Conducted In-Person and Virtually**

**Fireside Room / Gateway Clubhouse**

1001 Golden Rain Road, Walnut Creek, CA 94595

### ORGANIZATIONAL MEETING MINUTES

#### **Call to Order**

Meeting was called to order at 11:15 a.m.

#### **Roll Call of Directors**

Lon Bruce – President  
Michele Colucci – Vice President  
Vona Scott – Treasurer  
Marv Rykan – Director

#### **Directors Absent**

Bob Kelso – Secretary

#### **Rossmoor Property Management**

Jeroen Wright – Director  
Todd Arterburn – Chief Financial Officer  
Eric Howard – Building Maintenance Manager  
John Tawaststjerna – Landscape Manager  
Victoria Thomas – Board Services Coordinator  
Janneth Lujan – Board Services Coordinator

#### **Tabulation Results for Director Election – Pro Elections**

Pro Elections announced that they were going to be tabulating the ballots via Zoom teleconference. They are processing the ballots using a machine that counts, and Opens the ballots.

Abigail from Pro Elections announced the election results, confirming that Bob Kelso, Lon Bruce, and Tika Romanoff were elected to the Board. The Board opted to postpone the reorganization of officer roles and committee appointments to a future open meeting.

Number of Seats Up for Election: 3 board seats

Result:

Bob Kelso 570 votes – ELECTED to a 3-year term

Lon Bruce 539 votes – ELECTED to a 3-year term

Tika Romanoff 523 votes – ELECTED to a 1-year term

Loran Shlebin 217 votes - not elected

Overvote/invalid 3 ballots

No Response 1 ballot

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### Appointment of Chairperson Pro Tem

- a. Motion to appoint Janneth Lujan as Chairperson Pro Tem

Motion was made by Colucci, seconded by Scott, to appoint Janneth Lujan as Chairperson Pro Tem. Motion passed. (4-0)

### Selection of Officer Positions

Per the Board this Organizational Meeting will be put off the reorganization of the board until a future open meeting. Positions will be held until further reorganization of the board.

- a. President
- b. Vice President
- c. Secretary
- d. Treasurer
- e. Director at Large

### Appointment of Assistant Treasurer

- a. Motion to appoint Todd Arterburn as Assistant Treasurer to the Board

Motion was made by Colucci, seconded by Scott, to appoint Todd Arterburn as Assistant Treasurer. Motion passed. (4-0)

### Appointment of Assistant Secretary

- a. Motion to appoint Janneth Lujan, Board Services Coordinator

This item was approved at a previous meeting.

### Appointment of Committee Chairs

Meeting will be approved at a future meeting.

- a. Water and Conservation Committee Report
- b. Trash Committee
- c. Finance & Insurance Committee
- d. Landscape Committee
- e. Infrastructure Committee
- f. Welcome Committee
- g. Architectural Review Committee

### Approval of Minutes

- a. Regular Meeting Minutes of September 18, 2025

Approval of Minutes will be approved at a future meeting.

### Old Business

None

### New Business

- a. 2026 Budget, November 12, 2025, at 9:00 AM. Peacock Hall/Gateway Clubhouse
- b. Zinsco Panel Replacement Contract – approved at previous meeting
- c. Review of Freeman's HVAC Contract - Will be postponed until future meeting.

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### **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 the Board does hear the viewpoints and ideas presented and considers them as they act during the meeting.

A comment was made regarding posters for Team 25, requesting that residents remove these posters from the trash enclosures themselves.

Bruce Romanoff congratulated the newly elected Board members, with a special acknowledgment to his wife.

### **Announcements**

The next meeting scheduled will be the Board of Directors Regular Meeting on Thursday, November 20, 2025, in Peacock Hall/Gateway Clubhouse at 10:00 a.m.

### **Adjournment**

Meeting was adjourned at 12:25 PM

### **Board Services Coordinator**

I hereby certify that the foregoing is a true and correct copy of the minutes.

Janneth Lujan