



THIRD WALNUT CREEK MUTUAL  
ORGANIZATIONAL MEETING MINUTES OF THE BOARD  
TUESDAY, JUNE 13<sup>th</sup>, 2023, AT 9:00 AM  
DIRECTLY FOLLOWING ANNUAL MEETING  
**ZOOM & IN-PERSON**  
**FIRESIDE ROOM – GATEWAY CLUBHOUSE**  
**1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595**

**Call to Order**

Director Nan Warren called the Organizational Meeting of the Third Walnut Creek Mutual (TWCM) Board of Directors to order at 10:18 a.m.

**Roll Call**

**Directors Present:**

Nan Warren, Director Dist. XIV, (2025)	Jim McFarland, Director Dist.III, (2024)
Bill Leary, Director Dist. V, (2026)	Marty Schwager, District Dist. X, (2024)
John Swearingen, Director Dist. VII (2024)	Mike Abell, Director Dist. IX, (2025)
Lauralee Barbaria, Director Dist. XV, (2025)	Tom Lauck, Director Dist. IV, (2026)
Florence McConnell, Director Dist. XIII, (2026)	

**Staff Present:**

Paul Donner, Mutual Operations Director  
Jeroen Wright, Mutual Operations Director  
Tom Hand, Chief Financial Officer  
Clayton Clark, Building Maintenance Manager  
John Tawastjerna, Landscape Manager  
Lucy Limon, Board Services Coordinator

**Appointment of Chairperson Pro Tem – Lucy Limon**

A motion was made to appoint Lucy Limon as Chairperson Pro Tem.

**Moved, Seconded, Carried 9-0**

**Election of Officers**

- a. **President:** A motion was made to appoint Tom Lauck as President of Third Walnut Creek Mutual. No other nominations were made from the floor.  
**Moved, Seconded, Carried 9-0**
- b. **Vice President:** A motion was made to appoint Marty Schwager as Vice President of Third Walnut Creek Mutual. No other nominations were made from the floor.  
**Moved, Seconded, Carried 9-0**
- c. **Treasurer:** A motion was made to appoint Mike Abell as Treasurer of Third Walnut Creek Mutual. No other nominations were made from the floor.  
**Moved, Seconded, Carried 9-0**
- d. **Secretary:** A motion was made to appoint John Swearingen as Secretary of Third Walnut Creek Mutual. No other nominations were made from the floor.
- e. **Moved, Seconded, Carried 9-0**



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**Appointment of Assistant Treasurer, Tom Hand and Assistant Secretary, Lucy Limon**

A motion was made to appoint Tom Hand as Assistant Treasurer and Lucy Limon as Assistant Secretary of Third Walnut Creek Mutual.

**Moved, Seconded, Carried 9-0**

**Appointment of Committees for 2023-2024**

- a. **Alterations Permit Review:** A motion was made to appoint Jim McFarland as Chair of the committee.  
**Moved, seconded, Carried 9-0**
- b. **Budget and Finance (Including Audit):** A motion was made to appoint Mike Abell as Chair of the committee, with the following members, Patty Tanner, Anne Dailey, David Jennings, Florence McConnell, Kay Barthold, Mary Neft, Nan Warren, Tom Lauck and Roxanne Stallings  
**Moved, Seconded, Carried 9-0**
- c. **Building Maintenance:** A motion was made to appoint Tom Lauck as Chair of the committee with the following members, Nan Warren, Mike Abell, Lauralee Barbaria, Roxanne Stallings and Phil Prasek-.  
**Moved, Seconded, Carried 9-0**
- d. **Communications:** A motion was made to appoint John Swearingen as Chair of the committee.  
**Moved, Seconded, Carried 9-0**
- e. **Emergency Preparedness:** A motion was made to appoint Fran Gibson as Chair of the committee.
- f. **Governing Documents:** A motion was made to appoint Bill Leary as Chair of the committee.  
**Moved, Seconded, Carried 9-0**
- g. **Landscape:** A motion was made to appoint Jerry McNair as Chair of the committee.  
**Moved, Seconded, Carried 9-0**
- h. **Dispute Resolution:** A motion was made to appoint Adrian Byram as Chair of the committee.  
**Moved, Seconded, Carried 9-0**
- i. **Electric Vehicle Charging:** A motion was made to establish an Electric Vehicle Charging Committee and appoint Lauralee Barbaria as the Chair.  
**Moved, Seconded, Carried 9-0**

**Members' Forum**

Members were afforded the opportunity to express their general concerns and make comments. Comments included committees and election procedures.

**Next Board Meeting**

The next regular Board Meeting will be on Monday, July 10, 2023, at 9am in person and via zoom.



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**Adjournment**

There being no further business, the Organizational Meeting was adjourned at 10:35 a.m.

**Secretary's Certificate**

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

Lucy Limon

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**Assistant Secretary**

Third Walnut Creek Mutual