

THIRD WALNUT CREEK MUTUAL
ORGANIZATIONAL MEETING MINUTES OF THE BOARD
MONDAY, JULY 13, 2020 AT 11:20 AM
DIRECTLY FOLLOWING ANNUAL MEETING
ZOOM VIDEO AND CONFERENCE CALL MEETING

Roll Call

Directors Present:

	Arlyss Rothman, Director Dist. IX, (2022)
Gery Yearout, Director Dist. XI, (2021)	Nan Warren, Director Dist. XIV, (2022)
Matt Kaplan, Director Dist. V, (2022)	John Swearingen, Director Dist. VII, (2021)
Marilyn Mason, Director Dist. XV (2022)	Donna Landeros, Director Dist. VIII, (2023)
Walt Braun, Director Dist. XIII, (2023)	James McFarland, Director Dist. III, (2021)
Chuck Decker, Director Dist. X, (2021)	Vacancy, Director Dist. IV, (2023)

Also Present: Mutual Operations staff was represented by Paul Donner, Mutual Operations Director; Clayton Clark, Building Maintenance Manager; and Kelly Maki, Board Services Coordinator

Call to Order

President Rothman called the Organizational Meeting of the Third Walnut Creek Mutual (TWCM) Board of Directors to order at 11:24 a.m.

Appointment of Chairperson Pro Tem – Kelly Maki

Arlyss Rothman appointed Board Services Coordinator, Kelly Maki Chairperson Pro Tem.

Director Appointment to the Board for Vacancy in District IV (Projects 26 and 35)

A motion was made to appoint Tom Lauck as Director for District IV (Projects 26 and 35).

Moved, Seconded, Carried 10-0

Election of Officers

- a. **President:** A motion was made to appoint Arlyss Rothman as President of Third Walnut Creek Mutual. No other nominations were made from the floor.
Moved, Seconded, Carried 11-0
- b. **Vice President:** A motion was made to appoint Chuck Decker as Vice President of Third Walnut Creek Mutual. No other nominations were made from the floor.
Moved, Seconded, Carried 11-0
- c. **Treasurer:** A motion was made to appoint Matt Kaplan as Treasurer of Third Walnut Creek Mutual. No other nominations were made from the floor.
Moved, Seconded, Carried 11-0
- d. **Secretary:** A motion was made and seconded to appoint John Swearingen as Secretary of Third Walnut Creek Mutual. A motion was also made and seconded to appoint Marilyn Mason as Secretary of Third Walnut Creek Mutual.
Votes for John Swearingen 7: Directors Decker, Rothman, McFarland, Kaplan, Yearout, Swearingen, and Landeros
Votes for Marilyn Mason 4: Directors Mason, Warren, Lauck, and Braun

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John Swearingen received the majority of the votes and will serve as Secretary of Third Walnut Creek Mutual.

Appointment of Assistant Treasurer, Rick Chakoff and Assistant Secretary, Kelly Maki

A motion was made to appoint Rick Chakoff as Assistant Treasurer and Kelly Maki as Assistant Secretary of Third Walnut Creek Mutual.

Moved, Seconded, Carried 11-0

Appointment of Committees for 2020-2021

- a. **Alterations Permit Review:** A motion was made to appoint Jim McFarland as Chair of the committee and John Swearingen as a member of the committee.
Moved, seconded, Carried 11-0
- b. **Budget and Finance (Including Audit):** A motion was made to appoint Matt Kaplan as Chair of the committee and Gery Yearout as a member of the committee.
Moved, Seconded, Carried 11-00
- c. **Building Maintenance:** A motion was made to appoint Nan Warren as Chair of the committee and Joe Tracy, Roxanne Stallings, Dale Harrington, Chuck Decker, Marilyn Mason, Walt Braun, and Tom Lauck as members of the committee.
Moved, Seconded, Carried 11-0
- d. **Communications:** A motion was made to appoint John Swearingen as Chair of the committee.
Moved, Seconded, Carried 11-0
- e. **Emergency Preparedness:** A motion was made to appoint Arlyss Rothman as Chair of the committee.
Moved, Seconded, Carried 11-0
- f. **Governing Documents:** A motion was made to appoint Marilyn Mason as Chair of the committee and Roxanne Stallings, Nan Warren, and Arlyss Rothman as members of the committee.
- g. **Landscape:** A motion was made to appoint Walt Braun as Chair of the committee.
Moved, Seconded, Carried 11-0
- h. **Dispute Resolution:** A motion was made to appoint Nan Warren as Chair of the committee and Arlyss Rothman and Chuck Decker as members of the committee.
Moved, Seconded, Carried 11-0

Members' Forum

Members were afforded the opportunity to express their general concerns and make comments.

Next Board Meeting

The next regular Board Meeting will be on Monday, August 10, 2020 at 10am via Zoom.

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Adjournment

There being no further business, the Organizational Meeting was adjourned at 11:45 a.m.

Secretary's Certificate

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



Assistant Secretary

Third Walnut Creek Mutual