

THIRD WALNUT CREEK MUTUAL
ORGANIZATIONAL MEETING MINUTES OF THE BOARD
TUESDAY, JUNE 10, 2025, AT 9:30 AM
DIRECTLY FOLLOWING ANNUAL MEETING
ZOOM & IN-PERSON
FIRESIDE ROOM – GATEWAY CLUBHOUSE
1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595

Call to Order

President Lauck called the Organizational Meeting of the Third Walnut Creek Mutual (TWCM) Board of Directors to order at 11:43 a.m.

Roll Call

Tom Lauck, President, Dist. 4 (2026),
Florence McConnell, VP, Dist. 13 (2026) Bill Leary, Secretary, Dist. 5 (2026)
Harvey Baumel, Director Dist. 3, (2027) Lyman Shaffer, Director, Dist. 10 (2027)
Vacant, Director Dist. 7, (2027) Nan Warren, Director Dist. 14, (2025)

Staff Present:

Jeroen Wright, Mutual Operations Director
Todd Arterburn, Chief Financial Officer
Clayton Clark, Snr. Building Maintenance Manager – *via zoom*
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 7-0

Appointment of Director for District 7 – 2 Year Term (2025-2027)

A motion was made to appoint Kim Starr to the Board of Directors, District 7 for a 2-year term.
Moved, Seconded, Carried 7-0.

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 8-0
- b. **Vice President:** A motion was made to appoint Florence McConnell as Vice President of Third Walnut Creek Mutual. No other nominations were made from the floor.
Moved, Seconded, Carried 8-0
- c. **Treasurer:** A motion was made to appoint Kim Starr as Treasurer of Third Walnut Creek Mutual. No other nominations were made from the floor.
Moved, Seconded, Carried 8-0
- d. **Secretary:** A motion was made to appoint Lyman Shaffer as Secretary of Third Walnut Creek Mutual. No other nominations were made from the floor.
Moved, Seconded, Carried 8-0

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Appointment of Assistant Secretary, Lucy Limon

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

Moved, Seconded, Carried 8-0

Appointment of Assistant Treasurer, Todd Arterburn

A motion was made to appoint Todd Arterburn as Assistant Treasurer of Third Walnut Creek Mutual.

Moved, Seconded, Carried 8-0

Appointment of Committees for 2025-2026

- a) A motion was made to appoint Kim Starr to chair the Finance Committee
Moved, Seconded, Carried 8-0
- b) A motion was made to appoint Harvey Baumel to the Building Maintenance Committee
Moved, Seconded, Carried 8-0
- c) A motion was made to appoint Florence McConnell to the Governing Documents Committee
Moved, Seconded, Carried 8-0
- d) A motion was made to appoint Nan Warren to the Alterations Committee
Moved, Seconded, Carried 8-0
- e) A motion was made to appoint Lyman Shaffer to the Communications Committee
Moved, Seconded, Carried 8-0
- f) A motion was made to appoint Lyman Shaffer to the Dispute Resolution Committee
Moved, Seconded, Carried 8-0
- g) A motion was made to appoint Jerri McNair to the Landscape Committee
Moved, Seconded, Carried 8-0

New Business

Members' Forum

Members were afforded the opportunity to express their general concerns and make comments.
Comments included: Board vacancies.

Next Board Meeting

The next regular Board Meeting will be on Monday, July 14, 2025, at 9:30 am in person and via zoom.

Adjournment

There being no further business, the Organizational Meeting was adjourned at 11:58 a.m.

Secretary's Certificate

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



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Lucy Limon

Assistant Secretary

Third Walnut Creek Mutual