



Walnut Creek Mutual Thirty-Nine

May 8, 2024

Dear Mutual 39 Members,

The Annual Meeting of the Walnut Creek Mutual Thirty-Nine Members will be held on Wednesday, May 22nd, 2024 at 1:00 p.m. in the Club Room at the Creekside Clubhouse.

The officer positions for 2024-2025 will be determined following the annual meeting in an organizational meeting. Please see the attached agendas.

We hope to see you there!

**WALNUT CREEK MUTUAL THIRTY-NINE
ANNUAL MEETING OF THE MEMBERS
WEDNESDAY, MAY 22nd, 2024, AT 1:00 PM
CLUBROOM -CREEKSIDE CLUBHOUSE
1010 STANLEY DOLLAR DR.
WALNUT CREEK, CA 94595**

Agenda

Call to Order

Election of Chair and Secretary for the Annual Meeting

Introductions

Vacant – President
Victoria Haket – Vice President
Karen McEligot – Treasurer
Vacant – Secretary
Bill Claussen – Director at Large

Committee Chairs:

Pam Dieckman, Landscape; *John Rice*, Governing Documents; *Karen McEligot*, Budget and Finance; *David Schubb*, Communications; *Victoria Haket*, Recycling; and *John Rice*, Building Maintenance/Alterations.

MOD Staff:

Charice Jimenez, Interim Board Services Coordinator; *Clayton Clark*, Building Maintenance Manager; *Jeroen Wright*, Director of Mutual Operations; *Todd Arterburn*, Chief Financial Officer, and *John Tawaststjerna*, Landscape Manager.



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President's Report

Committee Reports

1. Budget and Finance Committee – Karen McEligot
2. Landscaping Committee – Pam Dieckman
3. Building Maintenance/Alterations Committee –John Rice
4. Communications Committee – David Schubb
5. Recycling Committee – Victoria Haket
6. Governing Documents Committee – John Rice

Managers Report – Jeroen Wright

Members Forum

Announcements

An organizational meeting of the Board will directly follow the annual meeting. The next scheduled Board Meeting will be held on Tuesday, August 20th, 2024, at 1PM in the Board Room at Gateway.

Adjournment to Organizational Meeting

**WALNUT CREEK MUTUAL 39
ORGANIZATIONAL MEETING OF THE BOARD
WEDNESDAY, MAY 22nd, 2024, AT 1:00 PM
CLUBROOM -CREEKSIDE CLUBHOUSE
1010 STANLEY DOLLAR DR.
WALNUT CREEK, CA 94595**

Agenda

Call to Order

Roll Call

Victoria Haket
Karen McEligot
Bill Claussen

Appointment of Candidates to the 2 vacant seats on the Board of Directors, until the end of term in 2025.

Selection of Officers

1. President
2. Vice President



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3. Treasurer
4. Secretary
5. Director at Large

Appointment of Todd Arterburn as Assistant Treasurer

Appointment of Charice Jimenez as Assistant Secretary

Appointment of Committee Chairs and Members

1. Budget and Finance Committee
2. Landscaping Committee
3. Building Maintenance/Alterations Committee
4. Communications Committee
5. Recycling Committee
6. Governing Documents Committee
7. Architectural Review Committee

Approval of Minutes

- a. Regular Meeting Minutes of February 20st, 2024
- b. Executive Meeting Minutes of February 20st, 2024
- c. Special Meeting Minutes of April 15th, 2024
- d. Executive Meeting Minutes of May 13th, 2024

Old Business

New Business

Members Forum

Adjournment

Executive Session, If necessary, for legal issues, contracts, disciplinary hearings, personnel issues, delinquencies, or foreclosures.