



ROSSMOOR
WALNUT CREEK

**WALNUT CREEK MUTUAL 39
MEETING OF THE BOARD OF DIRECTORS
TUESDAY, NOVEMBER 18, 2025, AT 1:00 PM
BOARD ROOM – GATEWAY
1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595**

Zoom instructions: To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/81444274614> or use the meeting ID: 814 4427 4614. You will see a few prompts to click on such as allowing “the page to open zoom.us, “join with video,” and “join with computer audio.” Be sure to have your computer speakers turned on.

If residents just want to hear the deliberations, they can dial 669-900-6833 on any phone, and they will be prompted to enter the meeting ID: 814 4427 4614.

For technical support to join a meeting, contact (925)988-7627 or Support@rossmoor.com

AGENDA

Call to Order

Roll Call of Directors

Victoria Haket – President
Bill Claussen – Vice President
Karen McEligot – Treasurer
Jennifer Mu – Secretary
Terry Gordon – Director at Large

RPM Staff

Jeroen Wright, Director of Mutual Operations
Todd Arterburn, Chief Financial Officer
Rick West, Snr. Building Maintenance Manager
John Tawaststjerna, Landscape Manager
Lucy Limon, Board Services Coordinator

Approval of Minutes

1. Regular Meeting Minutes of August 19, 2025
2. Executive Meeting Minutes of September 5, 2025
3. Special Meeting Minutes of October 13, 2025

Resident’s Forum

Committee Reports

1. Landscaping Committee – Olga Gordon
2. Governing Documents Committee – John Rice
3. Budget and Finance Committee – Karen McEligot
 - a. Motion for Compliance of Civil Code 5500 – review of financials
4. Communications Committee – Jennifer Mu



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5. Building Maintenance/Alterations – Jennifer Mu
 - Condensate line update
 - Building Rehabilitation-E12 carports
 - Main electrical panel inspection
 - Gutter cleaning
 - Common Area LED post lights
 - Smoke alarms
6. Recycling Committee – Victoria Haket
7. Social Committee –
8. Welcome Committee -
9. AD-HOC Paint Committee -

President's Report – Victoria Haket

Old Business

1. RR 18 Update

New Business

1. 2026 Management Agreement

RPM Staff Reports

1. Directors Report – Jeroen Wright
2. CFO Report – Todd Arterburn
3. Building Maintenance Report -Rick West
4. Landscape Report – John Tawaststjerna

Announcements

The next Board Meeting is scheduled for Tuesday, February 17, 2026, at 1pm, in the Board Room at Gateway.

Adjournment

Executive Session:

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