



WALNUT CREEK MUTUAL THIRTY-NINE

ORGANIZATIONAL MEETING MINUTES OF THE BOARD
WEDNESDAY, MAY 24th, 2023, AT 1:00 PM
CLUBROOM – CREEKSIDE CLUBHOUSE
IN-PERSON AND ZOOM MEETING
1010 STANLEY DOLLAR DR
WALNUT CREEK, CA 94595

Call to Order

Claire Wolfe called the organizational meeting to order at 2:28 p.m.

Directors Present

Claire Wolfe
Victoria Haket
Bill Claussen
Karen McEligot

Directors Absent

Mike Dwyer

Staff Present

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

Appointment of Karen McEligot and Bill Claussen to the Board of Director by Acclamation for a three-year term ending in 2026

Moved, Seconded, Carried 4-0

Selection of Officers

1. **President:** A motion was made to appoint Claire Wolfe as President.
Moved, Seconded, Carried 4-0
2. **Vice President:** A motion was made to appoint Victoria Haket as Vice President.
Moved, Seconded, Carried 4-0
3. **Treasurer:** A motion was made to appoint Karen McEligot as Treasurer.
Moved, Seconded, Carried 4-0
4. **Secretary:** A motion was made to appoint Mike Dwyer as Secretary.
Moved, Seconded, Carried 4-0
5. **Director at Large:** A motion was made to appoint Bill Claussen as Director at Large.
Moved, Seconded, Carried 4-0

Appointment of Tom Hand as Assistant Treasurer

A motion was made to appoint Joel Lesser as Assistant Treasurer of M39.



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Moved, Seconded, Carried 4-0

Appointment of Lucy Limon as Assistant Secretary

A motion was made to appoint Lucy Limon as Assistant Secretary of M39.

Moved, Seconded, Carried 4-0

Appointment of Committee Chairs and Members

1. **Budget and Finance Committee:** A motion was made to appoint Karen McEligot as chair of the committee.
Members: Bill C., Jennifer M. and Kevin O.
Moved, Seconded, Carried 4-0
2. **Landscaping Committee:** A motion was made to appoint Pam Dieckman as chair of the committee.
Moved, Seconded, Carried 4-0
3. **Building Maintenance/Alterations Committee:** A motion was made to appoint John Rice as chair of the committee.
Moved, Seconded, Carried 4-0
4. **Communications Committee:** A motion was made to appoint Mike Dwyer as chair of the committee.
Moved, Seconded, Carried 4-0
5. **Recycling Committee:** A motion was made to appoint Victoria Haket as chair of the committee.
Moved, Seconded, Carried 4-0
6. **Governing Documents Committee:** A motion was made to appoint John Rice as chair of the committee.
Moved, Seconded, Carried 4-0
7. **Architectural Review Committee:** A motion was made to appoint John Rice as chair of the committee.
8. **Moved, Seconded, Carried 4-0**

Approval of Minutes

1. Regular Meeting Minutes of February 21st, 2023
2. Executive Meeting Minutes of February 21st, 2023

Moved, Seconded, Carried 4-0

Approval of Liens on Account #8489

Moved, Seconded, Carried 4-0

Other Business



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1. A motion was made to accept the purchase of a bench by Jennifer Mu to be installed in Entry #6 in memory of Brent Barnhart.

Moved, Seconded, Carried 4-0

Members Forum

No resident wished to speak.

Adjournment

President Wolfe adjourned the organizational meeting at 2:39 p.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.

Lucy Limon

**Assistant Secretary
Mutual 39**