



## **WALNUT CREEK MUTUAL FOUR**

### **BOARD OF DIRECTORS ORGANIZATIONAL MEETING**

Monday, November 17, 2025, at 1:30 p.m.

Board Room – Gateway Clubhouse

1001 Golden Rain Road, Walnut Creek, CA 94595

### **MINUTES**

#### **Call to Order**

Meeting was called to order by Vice President Amans at 1:30 p.m.

#### **Roll Call of Directors**

Linda Brown –President  
Robert Amans – Vice President  
Rajasundaram Sivasubramanian – Treasurer  
Beverly Mirsky - Secretary  
Richard Kinsey– Director-at-Large

#### **Rossmoor Property Management**

Jeroen Wright – Director of Mutual Operations  
Todd Arterburn – Chief Financial Officer  
Luis Dueñas – Building Maintenance Manager  
Jesus Morales – Landscape Supervisor  
Janneth Lujan- Board Coordinator

#### **Appointment of Linda Brown & Beverly Mirsky to the Board for Three (3) Year Term**

Motion made by Amans; seconded by Siva, to appoint Linda Brown and Beverly Mirsky to the Board for a Three-Year Term. **Approved by unanimous vote (5-0)**

#### **Appointment of Richard Kinsey to the Board to fill the vacant seat until the end of term 2026**

Motion made by Mirsky; seconded by Siva to Appoint Richard Kinsey to the Board to fill the vacant seat until the end of term in 2026. **Approved by unanimous vote (5-0)**

#### **Selection of Officer Positions**

##### **a. President**

Motion made by Siva; seconded by Mirsky to appoint Robert Amans as President **Approved by unanimous vote (5-0)**

##### **b. Vice President**

Motion made by Mirsky; seconded by Siva to appoint Richard Kinsey to the Board to fill the vacant seat until the end of term in 2026. **Approved by unanimous vote (5-0)**

#### **Appointment of Assistant Treasurer**

##### **a. Motion to appoint Todd Arterburn as Assistant Treasurer to the Board**

Motion made by Mirsky; seconded by Brown to appoint Todd Arterburn as Assistant Treasurer. **Approved by unanimous vote (5-0)**

#### **Appointment of Assistant Secretary**

##### **a. Motion to appoint Janneth Lujan as Assistant Secretary to the Board**



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Motion made by Brown; seconded by Amans to appoint Janneth Lujan as Assistant Secretary.

**Approved by unanimous vote (5-0)**

### **Appointment of Committee Chairs**

- a. Governing Documents
- b. EV Charging- *Carl Brown*
- c. Trash Committee- *Deb Hawkins*
- d. Communications Committee
- e. Alterations Committee- *Linda Brown*
- f. Fire Extinguisher Inspection Committee

Motion made by Amans; seconded by Siva to appoint the slate of Committee Chairs mentioned above.

**Approved by unanimous vote (5-0)**

### **Members' Forum**

No member's forum.

### **Adjournment**

The meeting was adjourned at 1:37 p.m. and was immediately followed by the Board of Directors Regular Meeting.

### **Secretary's Certificate**

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

*Janneth Lujan*