



WALNUT CREEK MUTUAL FOUR

BOARD OF DIRECTORS REGULAR MEETING

Tuesday, January 20, 2026, at 1:30 p.m.

Meeting is Conducted Virtually Only

MINUTES

Call to Order

Meeting was called to order by Robert Amans at 1:33 p.m.

Roll Call of Directors

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

Directors Absent

Rajasundaram Sivasubramanian – Treasurer

Rossmoor Property Management (RPM)

Jeroen Wright – Director of Mutual Operations
Luis Dueñas – Building Maintenance Manager
Janneth Lujan- Board Coordinator

RPM Absent

Todd Arterburn – Chief Financial Officer
John Tawaststjerna- Landscape Manager

Members' Forum

All Members were invited to address the Board with questions, comments, and suggestions. A Member expressed concerns regarding professional car washing activities taking place in the carport areas behind their unit and requested that the matter be addressed.

Another Member inquired about the cleaning of dryer air ducts and whether this maintenance is being performed. The Member also asked whether fluorescent lighting fixtures are being replaced as part of the RPM. Resident was encouraged contacting a licensed electrician to perform the electrical work.

Meeting Minutes

- a. Board of Directors Regular Meeting Minutes- November 17, 2025
- b. Board of Directors Organizational Meeting- November 17, 2025

A motion was made by Robert Amans, seconded by Beverly Mirsky, to approve the minutes aforementioned as revised. The motion was approved (4–0).

Presidents Report– Robert Amans

President Amans corrected the coupon amount to \$1,156.

a. 2026 Shared Deductible Agreement

A motion was made by Robert Amans, seconded by Richard Kinsey, to approve the 2026 Shared Deductible Agreement. The motion was approved (4–0).

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Treasurer's Report – Siva Sivasubramanian

- a. The Board of Directors certifies compliance with Civil Code §5500.

The certification of compliance with Civil Code §5500 for December financials is deferred until the February meeting.

Chief Financial Officer's Report – Todd Arterburn

No Report

Mutual Operation's Report – Jeroen Wright

Jeroen Wright reported a significant fire incident in December at Mutual 70, noting that efforts were underway to keep costs below the \$250,000 deductible threshold to avoid potential insurance premium increases. Management was working closely with Mutual 70 and the underwriters to control expenses.

The Board also discussed an error in a cover letter regarding coupon amounts. Amans explained that the issue resulted from a proofing error, and Wright suggested improving the review process for future booklet distributions.

Building Maintenance Report – Luis Dueñas

Luis Dueñas reported that the entry sign light at 13 needs replacement, and RPM will resume SP326 repairs in early spring.

Dueñas reported that smoke detector installations have been completed for most residents, with a few still needing to schedule their installations with Five Star. Luis will obtain a list of residents who have not responded.

Landscape Report – John Tawaststjerna

Tawaststjerna spoke about the upcoming RPM days were discussed, which will begin on April 22nd, and he will walk the entries in March to assess tree pruning needs.

Committee Reports

- a. EV Charging – Update MCE proposal and next steps

Robert Amans will meet to review and prepare a clear presentation on the EV charging plan, including cost breakdowns and compliance with fire code, and plan an open forum meeting for mutual.

- b. Communications Committee – Do we establish call tree for emergencies

The Board discussed challenges with communication methods for Rossmoor residents, particularly regarding email notifications. Robert Amans and Jeroen Wright agreed that the mutual board needs to gather its own email list.

- c. Alterations Committee – Update Linda Brown

An update on alterations was provided, noting 21 applicants processed and 14 permits issued between August and January.

- d. Firewise Committee – Update extinguisher & carport sprinkler inspection

The Firewise Committee was removed and will be excluded from the Committee Reports moving forward

New Business Cont.



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Action Items

a. 2024 Approval of Audit Report

A motion was made by Robert Amans and seconded by Beverly Mirsky to approve the 2024 Audit Report. The motion was approved (4–0).

b. 2026 Shared Deductible Agreement

This item was approved under the Presidents Report

Announcements

The next scheduled Board of Directors Regular Meeting will be held on Tuesday, February 17, 2026, at 9:00 a.m. in the Gateway Board Room. The meeting was confirmed and scheduled.

Adjournment

Meeting was adjourned at 2:38 p.m.

Secretary's Certificate

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

Janneth Lujan