



**ROSSMOOR**  
™ WALNUT CREEK

Walnut Creek Mutual Four

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, August 19, 2024, at 1:30 p.m.**

**Meeting is Conducted In-Person and Virtually**

**Gateway Clubhouse – Board Room  
1001 Golden Rain Road, Walnut Creek, CA 94595**

**Join Meeting Virtually**

**Zoom Not Confirmed**

For video/audio participation on your laptop, tablet, or smartphone, enter <https://rossmoor.zoom.us/j/88421750036> **Meeting ID: 884 2175 0036** in your browser and follow the on-screen instructions to enter the meeting. Be sure to have your computer speakers turned on.

For audio only, **dial 669-900-6833** on your phone and enter **Meeting ID: 884 2175 0036** at the prompt or go to the [4wcm.com](http://4wcm.com) website “Meetings.”

For technical support to join a meeting, contact 925.988.7627 or [support@rossmoor.com](mailto:support@rossmoor.com)

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**AGENDA**

1. **Call to Order** – Janet Seldon

2. **Roll Call of Directors**

Janet Seldon – President  
Ward Thompson – Vice President  
Rajasundaram Sivasubramanian – Treasurer  
Susan Chang – Secretary  
Roberts Amans – Director-at-Large

**Mutual Operations Staff**

Jeroen Wright – Director of Mutual Operations  
Todd Arterburn – Chief Financial Officer  
Rick West – Sr. Building Maintenance Manager  
John Tawaststjerna – Landscape Manager  
Victoria Thomas – Board Services Coordinator  
Anna Rocha – Board Services Coordinator

3. **Members’ Forum** – Janet Seldon

All residents are invited to address the Board with questions, comments, and suggestions. The Board does not directly answer questions posted by speakers during the Residents’ Forum but does hear the viewpoints and ideas presented and considers them as they act during the meeting. Comments will be limited to three minutes per person.

**4. Consent Calendar**

- a. Board of Directors Special Meeting Minutes – May 7, 2024
- b. Board of Directors Regular Meeting Minutes – May 20, 2024
- c. Board of Directors Regular Meeting Minutes – June 17, 2024\*
- d. Board of Directors Annual & Organizational Meeting Minutes – July 29, 2024\*

*Recommendation: The Board of Directors approves the Consent Calendar.*

**5. President’s Report – Janet Seldon**

**6. Treasurer’s Report – Sivasubramanian**

- a. Delinquent Accounts

*Recommendation: The Board of Directors certifies compliance with Civil Code §5500.*

**7. Mutual Operations Manager’s Report – Jeroen Wright**

**8. Landscape Report – John Tawaststjerna**

**9. Building Maintenance Report – Rick West**

**10. Committee Reports**

- a. Governing Documents – Kathleen Bridgeman
- b. Trash Committee – Deb Hachen
- c. Communications Committee – Carl Brown
- d. Alterations Committee- Linda Brown

**11. Officers’ Reports**

- a. Vice President
- b. Secretary

**12. Unfinished Business**

**13. New Business**

- a. Helsing Group Proposal
- b. Approval of Creating a Fire Extinguisher Committee
- c. Approval to send a New Policy Regarding Delinquent Accounts for 28 Day Comment Period

**14. Announcements**

The next scheduled Board of Directors Regular Meeting is September 16, 2024, at 1:30 p.m. in the Board Room at the Gateway Center.

**15. Adjournment to Executive Session – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures**