

**BOARD OF DIRECTORS REGULAR MEETING****Monday, May 19, 2025 at 1:30 p.m.****Meeting is Conducted In-Person and Virtually****Gateway Clubhouse – Board Room  
1001 Golden Rain Road, Walnut Creek, CA 94595**

---

**MINUTES****1. Call to Order**

President Seldon called the meeting to order at 1:30 p.m.

**2. Roll Call of Directors**

Vacant – President  
Robert Amans – Vice President  
Rajasundaram Sivasubramanian – Treasurer – Virtually  
Pam Ovalle – Secretary  
Linda Brown – Director-at-Large

**Mutual Operations Staff**

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

**3. New Business****Action Items**

- a. Appointment of new Board Member, Beverly Mirsky  
*Motion made by Amans, seconded by Ovalle, to appoint Beverly Mirsky as a Director on the Board. Approved by unanimous vote. (4-0)*

- b. Reorganize the Board  
*Motion made by Amans, seconded by Brown, to reorganized the Board positions. Approved by unanimous vote. (5-0)*

*Motion made by Amans, seconded by Brown, to appoint Pam Ovalle as the Director-at-Large on the Board. Approved by unanimous vote. (5-0)*

*Motion made by Mirsky, seconded by Brown, to appoint Beverly Mirsky as the Secretary on the Board. Approved by unanimous vote. (5-0)*

*Motion made by Ovalle, seconded by Amans, to appoint Linda Brown as the President on the Board. Approved by unanimous vote. (5-0)*

**WALNUT CREEK MUTUAL FOUR****4. Members' Forum**

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. Comments were: request for reflector lights on streets, appreciation given for landscapers' efforts, fire alarm sound is very faint, and new fire alarms have not been installed yet.

**5. Consent Calendar**

- a. Board of Directors Regular Meeting Minutes – April 21, 2024 were not ready

**6. President's Report – Brown**

No Report

**7. Treasurer's Report – Sivasubramanian/Arterburn**

Arterburn reported that all financials (January – May) will be delivered to the Board today. 2024 audit is near completion.

*Motion made by Ovalle, seconded by Brown, to approve owners with delinquent accounts be sent A.S.A.P. Collection Services to initiate collection activities, including but not limited to recording a lien and/or any successive lien(s) on their manor. Approved by unanimous vote. (5-0)*

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

- GRF Management Agreement continues with negotiations.
- Monthly fire extinguisher inspections are no longer required.
- Golden Rain Foundation Doing Business As (DBA) name has changed to Rossmoor Walnut Creek (RWC) and the Mutual Operations Division name changed to Rossmoor Property Management (RPM).

**6. Landscape Report – John Tawaststjerna**

- ConFire has a weed abatement deadline of June 1st, which Staff is currently working on.
- Conducted an inspection on trees and discovered some that need pruning and/or removal.
- Rossmoor is bringing in goats to remove the weeds.
- MOD workdays were used.

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

- No Report

**8. Committee Reports**

- a. Governing Documents – Kathleen Bridgeman

Electric vehicle

Proposal to MCE to install 240 volts 20 amps and provide cost

Staff was directed to send a letter to owners informing them that charging a golf cart without a permit.

- b. Firewise Townhall – Ward Thompson

No Report

- c. Trash Committee – Deb Hachen

No Report



## WALNUT CREEK MUTUAL FOUR

- d. Communications Committee – Carl Brown  
Inadequate information is being given to new residents. Residents need to be educated on the Mutual's practices.
  - e. Alterations Committee- Linda Brown
14. **Announcements** – The next scheduled meeting is the Annual Members & Organizational Meetings on July 29, 2024 at 1:30 p.m. in the Fairway Room at the Creekside Clubhouse as well as virtually.
15. **Adjournment**  
There being no further business the Board of Directors adjourned at 2:41 p.m.

### **Board Assistant Secretary's Certificate**

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

*Victoria Thomas*