



Walnut Creek Mutual Forty

**WALNUT CREEK MUTUAL NO. FORTY
5th ANNUAL MEETING OF THE MEMBERS
THURSDAY, MARCH 27, 2025, AT 1:00 P.M.
CLUBROOM – CREEKSIDE
1010 STANLEY DOLLAR DR, WALNUT CREEK, CA 94595**

Date: March 11, 2025
To: All Members of Walnut Creek Mutual No. Forty
Subject: Notice of Annual Meeting

All residents are invited and encouraged to attend the annual meeting on **Thursday, March 27, 2025, at 1:00 p.m.** in the Clubroom at Creekside.

Light refreshments will be served.

Details of the Annual Meeting are as follows:

ANNUAL MEETING AGENDA

1. ROLL CALL

Susie White – President
Greg Gould – Vice President
Pam Jester – Treasurer
Nancy Herney – Secretary
Kathy Parish – Director at Large

MOD Staff:

Jeroen Wright, Director of Mutual Operations
Clayton Clark, Building Maintenance Manager
Todd Arterburn, Chief Financial Officer,
John Tawaststjerna, Landscape Manager
Lucy Limon, Board Services Coordinator.

2. CERTIFICATION OF MEETING – LUCY LIMON

3. ANNOUNCE ELECTION RESULTS – Ballot

4. PRESIDENT’S REPORT

5. VICE PRESIDENT’S REPORT

6. TREASURER’S REPORT

7. SECRETARY’S REPORT

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8. REPORT OF COMMITTEES

- a. Finance/Audit Committee – Pam Jester
- b. Landscape Committee – Kathy Parish
- c. Governing Documents – Nancy Herney
- d. Building Maintenance – Fred Kern/Clayton Clark
- e. Alterations Committee – Greg Gould
- f. Emergency Preparedness Committee – Nancy Herney
- g. Trash, Recycle, and Compost Committee – John Moe

9. ANNOUNCEMENTS

- a. Organizational Meeting of the 2025-2026 Board to follow adjournment of the Annual Meeting
- b. The next scheduled Regular Board meeting will be on April 17, 2025, at 1pm in the Clubroom at Creekside.

10. RESIDENTS' FORUM

11. APPOINTMENT OF LUCY LIMON AS CHAIRPERSON PRO TEM FOR THE ORGANIZATIONAL MEETING

12. ADJOURNMENT

ORGANIZATIONAL MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPOINTMENT OF THE 2025-2026 BOARD

- a. President
- b. Vice President
- c. Treasurer
- d. Secretary
- e. Director at Large

4. APPOINTMENT OF COMMITTEE CHAIRS

- a. Finance Committee
- b. Landscape Committee
- c. Governing Documents Committee
- d. Building Maintenance
- e. Alterations/Architectural Review Committee
- f. Emergency Preparedness Committee

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- g. Trash, Recycle, and Compost Committee
- 5. APPOINTMENT OF TODD ARTERBURN AS ASSISTANT TREASURER
- 6. APPOINTMENT OF LUCY LIMON AS ASSISTANT SECRETARY
- 7. APPROVAL OF MINUTES
 - 1. Board Meeting Minutes of February 20, 2025
 - 2. Executive Meeting Minutes of February 20, 2025
- 8. MOTION TO APPROVE PAYMENT OF NEW ENTRY SIGNAGE
- 9. RESIDENTS' FORUM
- 10. ANNOUNCEMENT

The next scheduled Regular Board meeting will be on April 17, 2025, at 1pm in the Clubroom at Creekside.
- 11. ADJOURNMENT
- 12. EXECUTIVE MEETING

If necessary, for legal issues, contracts, disciplinary hearings, personnel issues, delinquencies, or foreclosures.