



Walnut Creek Mutual Forty (Mutual 40)

**MUTUAL 40 – 3RD ORGANIZATIONAL MEETING MINUTES
THURSDAY, FEBRUARY 23RD, 2023, AT 1:00 P.M.
IN-PERSON AND ZOOM MEETING
FAIRWAY ROOM – CREEKSIDE
1010 STANLEY DOLLAR DR. WALNUT CREEK, CA 94595**

Call to Order

Gery Yearout called the Organizational Meeting of the Board of Directors to order at 3:00 p.m.

Directors Present

Gery Yearout
Greg Gould
Joe Tracy
Susie White
Kathy Parish

Also Present

Lucy Limon, Board Services Coordinator

Appointment of Nancy Herney, Gayl Westendorf and Susie White to the Board for a two-year term via Acclamation

Moved, Seconded, Carried 5-0

Gery Yearout and Joe Tracy stepped off the Board and the appointees were then seated.

Organizational Matters

a. Election of Officers

(1) Appointment of President, Vice President, Secretary, Treasurer, and Director-at-Large

President: Susie White

Vice-President: Greg Gould

Treasurer: Gayl Westendorf

Secretary: Nancy Herney

Director: Kathy Parish

The aforementioned roles were elected with separate motions each.
Moved, Seconded, Carried 5-0

(2) Appointment of Committee Chairs and Certain Members

- a. Finance Committee:** Gayl Westendorf, Chair
Members: Greg Gould and Joe Tracy
- b. Landscape Committee:**
Co-chairs: Kathy Parish and Shari Carroll
- c. Governing Documents Committee:** Nancy Herney, Chair
- d. Building Maintenance:** Joe Tracy, Chair
- e. Alterations/Architectural Review Committee:** Greg Gould, Chair
- f. Emergency Preparedness Committee:** Kathy Parish, Chair
- g. Recycling and Green Committee:** Stan Wells, Chair

The aforementioned chairpersons, co-chairs, and members were approved with separate motions each.

Moved, Seconded, Carried 5-0

(3) Appointment of Assistant Secretary

A motion was made to appoint Lucy Limon as the Mutual's Assistant Secretary.

Moved, Seconded, Carried 5-0

(4) Appointment of Assistant Treasurer

A motion was made to appoint Joel Lesser as the Mutual's Assistant Treasurer.

Moved, Seconded, Carried 5-0

Identification of Major Initiatives for 2023

Susie White identified the following:

1. Develop long range financial forecasts and plans for our Mutual (to ensure the continued financial health of our Mutual, maintain adequate reserves for maintenance and rehabilitation of our buildings and landscaping, and minimize the risk of unwelcome surprises in coupon increases and special assessments).
 2. Develop and adopt our own set of operating policies and update our other governing documents to comply with changes in applicable law.
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3. Prepare an analysis of the potential financial merger of Projects 40 and 41 and present it to the members for consideration.
4. Improve member communications (for example, by possibly expanding use of email communications, holding town hall meetings and social events, and/or developing a quarterly member newsletter)

5. Continue to work on water conservation and recycling and other ways to responsibly manage resources and reduce expenses.

Members Forum

No comments were made.

Announcement of Next Board Meeting

The next regular Board meeting is scheduled for Thursday, March 16th, 2023, at 1pm in the Clubroom at Creekside.

Adjournment

There being no further business the Organizational Meeting was adjourned at 3:12p.m.

Executive Session Summary

The Board met in Executive Session to discuss member matters.

Secretary's Certificate

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

Lucy Limon

Assistant Secretary
Mutual 40