



Walnut Creek Mutual No.Forty (Mutual 40)

4<sup>th</sup> ORGANIZATIONAL MEETING MINUTES  
THURSDAY, March 28<sup>th</sup>, 2024, AT 1:00 P.M.  
FAIRWAY ROOM – CREEKSIDE  
1010 STANLEY DOLLAR DR. WALNUT CREEK, CA 94595

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**Call to Order**

Ms. White called the Organizational Meeting of the Board of Directors to order at 2:05 p.m.

**Directors Present**

Susie White  
Greg Gould  
Gayl Westendorf  
Nancy Herney  
Kathy Parish

**Also Present**

Jeroen Wright, director of Mutual Operations  
Lucy Limon, Board Services Coordinator

**Appointment of Kathy Parish and Greg Gould to the Board for a two-year term via Acclamation**

**Motion Made by Ms. White, Seconded by Mr. Westendorf, Carried 5-0**

**Organizational Formation**

- a. Directors' 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 approved with a motion.

**Motion Made by Ms. White, Seconded by Mr. Westendorf, Carried 5-0**

- (2) **Appointment of Committee Chairs**

- a. **Finance Committee:** Gayl Westendorf
- b. **Landscape Committee:** Kathy Parish

- c. **Governing Documents Committee:** Nancy Herney
- d. **Building Maintenance:** Fred Kern
- e. **Alterations Committee:** Greg Gould
- f. **Emergency Preparedness Committee:** Kathy Parish
- g. **Recycling and Green Committee:** Vacant

The aforementioned chairpersons were approved with a motion.

**Motion Made by Ms. White, Seconded by Mr. Westendorf, Carried 5-0**

**(3) Appointment of Assistant Secretary**

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

**Motion Made by Ms. White, Seconded by Mr. Westendorf, Carried 5-0**

**(4) Appointment of Assistant Treasurer**

A motion was made to appoint Amanda Davis as the Mutual's Assistant Treasurer.

**Motion Made by Ms. White, Seconded by Mr. Westendorf, Carried 5-0**

**Members Forum**

Members Forum was completed at the Annual Meeting.

**Announcement of Next Board Meeting**

The next regular Board meeting is scheduled for Thursday, April 11<sup>th</sup>, 2024, at 1pm in the Clubroom at Creekside.

**Adjournment**

There being no further business the Organizational Meeting was adjourned at 2:25p.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 Annual Members' Meeting.

Lucy Limon

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Assistant Secretary  
Mutual 40