

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, FEBRUARY 18, 2026, AT 2:00PM
RPM – LARGE CONFERENCE ROOM
800 ROCKVIEW DR – WALNUT CREEK, CA 94595

MINUTES

Call to Order

President Ford called the meeting to order at 2:01 pm.

Roll Call

Directors Present: Sonya Ford, President
Jerry Mann, Vice President
Rick Boyer, Treasurer
Tim Andrews, Secretary
Judy Rolke, Director at Large

Committees: Judy Rolke, Landscape Maintenance
Sonya Ford, Building Maintenance
Rick Boyer, Solar
Judy Kirk, Social (*Absent*)
Tim Andrews, Fire Hardening

Staff Present: Jeroen Wright, Rossmoor Property Management Director
John Tawaststjerna, Landscape Manager
Lucy Limon, Board Services Coordinator

Approval of Meeting Minutes

President Ford inquired if there were any additions or corrections to the following minutes:

- a. Regular Meeting Minutes of January 21, 2026

Sonya Ford made a motion, seconded by Jerry Mann, to approve the Regular Meeting Minutes of January 21, 2026, with the suggested changes.

Moved, Seconded, Carried 5-0

Treasurer's Report: Rick Boyer

Rick Boyer provided a detailed overview of the December 2025 financials.

Please see attached reports at the end of these minutes.

- a. Motion to certify compliance with Civil Code 5500.
Rick Boyer made a motion, Sonya Ford seconded to certify compliance with civil code 5500 for December 2025.

Moved, Seconded, Carried 5-0

- b. Reserve Study Vendors:

Rick briefly noted that the contract with the Helsing Group is approaching its end. There is interest in exploring other vendors. Jeroen stated he will reach out to industry peers to identify the top three reserve groups. Meanwhile, Rick will contact the Helsing Group to advance their site inspection and will provide a more detailed update at next month's meeting.

CFO Report – Todd Arterburn

No report was given.

Committee Reports

Landscape Report: Judy Rolke, John Tawaststjerna

Judy reported that she completed a walkthrough with Jesus Morales. One of the primary topics of discussion was fire hardening, including mulching and replacing flowers in E19. Judy and Jesus will also continue discussions regarding future landscape plans.

John Tawaststjerna reported that Jesus Morales will begin attending Board meetings starting in April in his role as the new Landscape Manager.

Building Maintenance Report: Sonya Ford, Luis Duenas

Luis Dueñas gave the following report:

Action Items: *Proposals for Review or Approval*

Informational Items: *Work Scheduled, In Progress, or Completed*

GBG 3258 Unit 3B LVR *Completed*

GBG 3258 Unit 3B BR *Completed*

GBG 3258 Unit 2B *Completed*

GBG 3250 Unit 1B *Completed*

GBG 3258 Unit 4B *work in progress,*

Leaks have been identified in two sliding doors.

C/O's signed by homeowner and M48 president.

Progress has been delayed due to rain.

5star 10yr smoke detectors *on order*

Solar Committee

Rick Boyer, Chairman of the Solar Committee, with the agreement of the Board, proposed that the annual solar charge be delayed until the failed inverter has been repaired.

Social Report:

Sonya Ford reported that the 2026 Holiday Party will be held on December 16 from 4:00 p.m. to 6:00 p.m. at the Stanley Dollar House.

Fire Hardening:

There was general discussion on possible fire safety measures for the Mutual.

Old Business:

New Business:

a. Newsletter:

Rick Boyer reported that he will present the proposed newsletter at the March meeting.

b. Policy Review:

The Board announced its intent to review existing policies. Jeroen noted that standardized

collection and alteration policies are being drafted by RPM.

c. D&O Insurance:

Jerry Mann will work with Brenda Campos to obtain a quote for an increased level of Directors and Officers insurance coverage.

Members Forum

Members were invited to address the Board in an open forum. Comments included sliding door leak.

RPM Reports

Jeroen announced organizational changes, including John's promotion to Associate Director of Operations and Sophia's promotion to Associate Director of Administrative Services. He emphasized the importance of career paths and succession planning and noted that several job openings remain unfilled.

Jeroen also provided a brief update on the fire in M70, stating that he and Luis Duenas are actively working to manage the damage and keep costs below the Shared Deductible.

Announcements

The next scheduled meeting is the Board of Directors Regular Meeting on Wednesday, March 18, 2026, at 2:00 p.m. in RPM– Large Conference Room.

Adjournment

President Ford adjourned the regular meeting at 4:14 p.m.

Executive Session Summary

The Board met in executive session from 4:18pm-4:40pm to discuss the following:

1. Member Matters: The Board discussed a resident's obligation to make payment related to an alteration. The Board agreed that President Ford will contact the Mutual's attorney for a response on this matter.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.

Lucy Limon

Assistant Secretary
Mutual 48

M48 YTD and Projected Expenses - Operating and Reserve

1	YTD Thru Dec Actual		
2	A	B	C
3		YTD Actual	YTD Variance
4	OPERATING		
5	TOTAL REVENUE	933,348	(336)
6			
7	EXPENSES		
8	MOD & GRF Pass thru	317,953	0
9	Facilities and public works	40,555	365
10	Safety & Security	3,057	2,989
11	Landscape	73,375	269
12	Professional Services	10,972	3,974
13	Other G&A	1,545	4,202
14	Insurance	234,963	78,505
15	Utilities	<u>104,766</u>	<u>710</u>
16	Total Expense	787,186	91,014
17			
18	Working Capital Contrib	146,162	90,678
19			
20	Cash & Investments	454,891	
21	Less Liabilities	<u>(10,692)</u>	
22	Cash less liabilities	444,199	

23	RESERVE		
24	TOTAL REVENUE	293,275	43,992
25			
26	EXPENSES		
27	Facilities and public works	185,771	239,894
28	Safety & Security	7,820	(5,970)
29	Landscape	15,334	7,166
30	Prof svcs & other	<u>2,136</u>	<u>(1,536)</u>
31	Total Expense	211,060	239,555
32			
33	Working Capital Contrib	82,214	283,546
34			
35	Cash & Investments	984,827	
36	Less Liabilities	<u>(1,055)</u>	
37	Cash less liabilities	983,772	

	<u>Operating</u>	<u>Reserve & Investment</u>
38	Bank Reconciliation	
39	Bank Balance	463,488
40	Uncleared deposits	0
41	Uncleared disbursements	(9,597)
42	GL Book value	453,891
43	Petty cash	1,000
44	Total cash	454,891