

**FIFTH WALNUT CREEK MUTUAL**

**BOARD OF DIRECTORS REGULAR MEETING**

**Friday, September 15, 2023 at 11:00 a.m.**

**Gateway Clubhouse – Board Room  
1001 Golden Rain Road, Walnut Creek, CA 94595**

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**AGENDA**

**1. Call to Order**

**2. Roll Call of Directors**

Sandra Lew – President  
Joy Todd – Vice President  
Mary Fielder – Treasurer  
Marlene Farrell – Secretary  
Nancy Valencia – Director-at-Large

**MOD Staff**

Jeroen Wright – Director of Mutual Operations  
Tom Hand – Chief Financial Officer  
Rick West – Building Maintenance Manager  
John Tawaststjerna – Landscape Manager  
Victoria Thomas – Board Services Coordinator

**3. Members' Forum – *Joy Todd***

All residents are invited to address the Board with questions, comments, and suggestions. The Board does not directly answer questions posed by speakers during the Residents' Forum, but it does hear the viewpoints and ideas presented and members do consider them as they act during the meeting. Comments will be limited to three minutes per person.

**4. Approval of Minutes**

- a. Board of Directors Regular Meeting Minutes – July 21, 2023
- b. Board of Directors Special Budget Meeting Minutes – September 6, 2023

**5. President's Report – *Joy Todd***

**6. Vice-President's Report – *Joy Todd***

**7. Secretary's Report – *Marlene Farrell***

**8. Treasurer's Report – *Mary Fielder***

Motion to certify compliance with Civil Code §5500

**9. Committee Reports**

- a. Landscape Committee – *Joy Todd*
- b. Building Maintenance – *Rick West*

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- c. Budget and Finance – *Mary Fielder*
- d. Alterations Committee – *Marlene Farrell*

### **10. Old Business**

### **11. New Business**

- a. Reserve Study Draft Worksheet
  - b. Proposed 2024 Board of Directors Regular Meeting Schedule
12. **Announcements** – Next scheduled meeting will be held on Friday, November 17, 2023, at 11:00a.m. in the Board Room at the Gateway Clubhouse. This will be the Board of Directors Regular Meeting.
13. **Adjournment to Executive Session** – If necessary for legal issues, contracts, disciplinary hearings, personnel issues, delinquencies, or foreclosures.