

**FIFTH WALNUT CREEK MUTUAL**

**BOARD OF DIRECTORS REGULAR MEETING**

**Friday, September 27, 2024 at 11:00 a.m.**

**Meeting is Conducted In-Person and Virtually**

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

**Join Meeting Virtually**

To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/83772235877> or use the Meeting ID: 837 7223 5877. You will see a few prompts to click on such as allowing “the page to open [zoom.us](https://zoom.us),” “join with video,” and “join with computer audio.” Be sure to have your computer speakers turned on.

If residents just want to hear the deliberations, they can dial (669) 900-6833 on any phone, and they will be prompted to enter the Meeting ID: 837 7223 5877.

For technical support to join a meeting, contact (925) 988-7627 or [Support@rossmoor.com](mailto:Support@rossmoor.com).

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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

**Mutual Operations Staff**

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

**3. Members’ Forum – Sandra Lew**

All members are invited to address the Board with questions, comments, and suggestions. The Board does not directly answer questions posed by speakers during the Members’ Forum but does hear the viewpoints and ideas presented and considers 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 19, 2024
- b. Board of Directors Special Meeting Minutes – September 4, 2024

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5. **President's Report** – *Sandra Lew*
6. **Vice-President's Report** – *Joy Todd*
7. **Secretary's Report** – *Marlene Farrell*
8. **Treasurer's Report** – *Mary Fielder/Todd Arterburn*  
Motion to certify compliance with Civil Code §5500.
9. **Mutual Operations Director's Report** – *Jeroen Wright*
10. **Building Maintenance Manager's Report** – *Rick West*
11. **Landscape Manager's Report** – *John Tawaststjerna*
12. **Committee Reports**
  - a. Landscape Committee – *Joy Todd*
  - b. Building Maintenance Committee – *Rick West*
  - c. Budget and Finance Committee – *Mary Fielder*
  - d. Alterations Committee – *Marlene Farrell*
13. **Old Business**
14. **New Business**
  - a. Rules and Regulations Governing Co-Occupancy of an Apartment
    - Age of Consent Occupant 55 or over
    - If co-occupant is under 55 say 50
    - Does the Mutual want to set a precedent of accepting applications for co-occupants who are between the age 54-59. Does Golden Rain Foundation accept this?
    - Definition of Co-Occupant – can they live in the manor without the owner living there?
  - b. Juniper pruning & removal & replacement plant
  - c. Ratify expenditure for Load Testing of elevator \$4,841.53
15. **Announcements** – The next scheduled meeting is the Annual Members and Organizational Meetings which will be held on Friday, November 15, 2024 at 11:00a.m. in the Board Room at the Gateway Clubhouse.
16. **Adjournment to Executive Session** – If necessary for legal issues, contracts, disciplinary hearings, personnel issues, delinquencies, or foreclosures.