

FIFTH WALNUT CREEK MUTUAL  
ORGANIZATIONAL MEETING MINUTES OF THE BOARD  
FRIDAY, JUNE 16<sup>th</sup>, 2023, AT 11:00 AM  
BOARD ROOM – GATEWAY  
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CA 94595

**Call to Order**

The meeting was called to order at 11:25 a.m.

**Roll Call**

**Directors Present**

Sandra Lew  
Mary Fielder  
Marlene Farrell  
Joy Todd  
Nancy Valencia

**Staff Present**

Lucy Limon, Board Services Coordinator  
John Tawaststjerna, Landscape Manager  
Tom Hand, Chief Financial Officer

**Election of Officers**

A motion was made to appoint board members to the following officer positions for a term of one-year:

President ..... Sandra Lew  
Vice President..... Joy Todd  
Secretary ..... Marlene Farrell  
Treasurer ..... Mary Fielder  
Director ..... Nancy Valencia

**Moved, Seconded, Carried 5-0**

**Appointment of Assistant Treasurer**

A motion was made to appoint Tom Hand as the Assistant Treasurer of Fifth Walnut Creek Mutual.

**Moved, Seconded, Carried 5-0**

**Appointment of Assistant Secretary**

A motion was made to appoint Victoria Thomas as the Assistant Secretary of Fifth Walnut Creek Mutual.

**Moved, Seconded, Carried 5-0**

**Appointment of Committees**

A motion was made to appoint the following committee members for a term of one-year:

Landscape Committee ..... Joy Todd  
Building Maintenance ..... Rick West  
Budget & Finance/Reserve Study/Helsing Report.... Mary Fielder  
Alterations ..... Marlene Farrell

**Moved, Seconded, Carried 5-0**



**Approval of Minutes**

Regular Meeting Minutes – May 19<sup>th</sup>, 2023

A motion was made to approve the aforementioned minutes.

**Moved, Seconded, Carried 5-0**

**Adjournment**

The meeting was adjourned at 11:34 a.m.

**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*

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**Board Services Coordinator**

DRAFT



**Adjournment**

The meeting adjourned at 11:41 a.m.

**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

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**Secretary**

DRAFT