



WALNUT CREEK MUTUAL FIFTY

## ORGANIZATIONAL MEETING

Wednesday, May 29, 2024 at 1:00 p.m.

Meeting is Conducted In Person and Virtually

Creekside Clubhouse – Club Room  
1010 Stanley Dollar Drive, Walnut Creek, CA 94595

Join Meeting Virtually

<https://rossmoor.zoom.us/j/81715447652>

Meeting ID: 817 1544 7652

Dial In - (669) 444-9171

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

Donna Landeros – President  
Jim Bolinger – Vice President  
Rich Johnstone – Treasurer  
Steve Vartabedian – Secretary  
Vacant – Director-at-Large

Mutual Operations Staff

Jeroen Wright – Director of Mutual Operations  
Todd Arterburn – Chief Financial Officer  
Clayton Clark – Sr. Building Maintenance Manager  
John Tawaststjerna – Landscape Manager  
Victoria Thomas – Board Services Coordinator

3. Residents' Forum

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 the Board considers them as they act during the meeting. Comments will be limited to three minutes per person.

4. Consent Calendar

- a. Board of Directors Regular Meeting Minutes – April 16, 2024

*Recommendation: The Board of Directors approve the Minutes in the Consent Calendar.*

5. Selection of Officer Positions

- a. President  
b. Vice President  
c. Secretary  
d. Treasurer  
e. Director at Large



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6. **Appointment of Assistant Treasurer**
  - a. Todd Arterburn
  
7. **Appointment of Assistant Secretary**
  - a. Victoria Thomas
  
8. **Appointment of Committee Chairs**
  - a. Finance Committee
  - b. Building and Facilities Committee
  - c. Landscape Committee
  - d. Governing Documents Committee
  - e. Social Committee
  
9. **Old Business**
  
10. **New Business**
  
11. **Announcements** – Annual Members Meeting to follow the Organizational Meeting.



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## ANNUAL MEMBERS MEETING

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Vacant – Director-at-Large

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3. **Certification of Notice of Meeting** – *Victoria Thomas*

4. **Announce Election Results**

5. **Mutual Operations Report** – *Jeroen Wright*

6. **Landscape Manager's Report** – *John Tawaststjerna*

7. **Building Maintenance Manager's Report** – *Clayton Clark*

8. **Officers and Committees Reports**

- a. President's Report
- b. Vice President's Report



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- c. Treasurer's Report
  - d. Secretary's Report
  - e. Finance Committee Report
  - f. Building and Facilities Committee Report
  - g. Landscape Committee Report
  - h. Governing Documents Committee Report
  - i. Social Committee Report
9. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting on June 18, 2024 at 1:00 p.m. at the Creekside Clubhouse in the Fairway Room.
10. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures.