

ANNUAL MEETING OF THE MEMBERS  
ORGANIZATIONAL MEETING OF THE BOARD  
Friday, September 26, 2025, at 2 p.m.  
Fairway Room at Creekside  
1010 Stanley Dollar., Walnut Creek, CA 94595

**MINUTES**

Call to Order

President Schimek called the meeting to order at 2:02 p.m.

Roll Call of Directors

Brad Schimek, President  
David Hendricks, Vice President  
Matt Kaplan, Treasurer  
Barbara Landberg, Secretary  
Barbara Mintz, Director at Large

Staff Present

Jeroen Wright, Director of Mutual Operations  
Rick West, Senior Building Maintenance Manager  
Lucy Limon, Board Services Coordinator  
Janneth Lujan, Board Services Coordinator

Certification of Meeting

Lucy Limon gave the following certification:

I, Lucy Limon, Assistant Secretary to Walnut Creek Mutual Fifty-Three, certify that in accordance with Corporations Code § 7511(b), a notice of the Annual Meeting was mailed to all members on September 19, 2025.

Election Results

Lucy Limon Announced the results of the Director Elections:

Additionally, I certify that a Call for Candidates notice was mailed to the members on June 11, 2025, and on July 22, 2025. In accordance with the Davis Stirling Act, these notices informed the members of the 2 Board seats up for election and that Walnut Creek Mutual 53 was eligible to appoint candidates via acclamation for this year's election, given that at the close of the period for making nominations, there were the same number or fewer qualified candidates as there were Board positions to be filled.

The Mutuals' Board Office received 2 nominations from the membership:

- Patti Hayden
- Phyllis Redfield-Sears

At the August 29, 2025, Regular Board Meeting Dave Hendricks made a motion, Barbara Mintz seconded to appoint Patti Hayden and Phyllis Redfield-Sears to the Board via acclamation and to be given a position at the September Organizational meeting.

#### President's Report – Brad Schimek

I can't believe that a year has already gone by since I took over as Mutual 53's Board President.

It is always lively taking care of the day to day matters of the Mutual but here are the highlights of some of the important things that the Board has accomplished this last year.

The Deer Highlands sign which was starting to rot was rehabbed and primed by 24/7 Builders. Then the final coat of paint and lettering was done by Barbara Landberg, Marge Graham and myself. If I do say so myself, I think it came out pretty good....especially the lettering done by Barbara and Marge.

Due to leaks in the fire sprinkler system in several of the buildings, the Board decided to have the lines inspected in the attics of all the buildings in the Mutual. The project was spearheaded by Jim Jennings and his team on the Building Maintenance Committee (BMC). Thankfully, no major defects were discovered.

During the budget process in 2024, the Board decided to take on two tasks regarding the buildings within the Mutual. First, it was decided to complete the roof replacements on the remaining garages and carports. Again, with the help of the BMC, the project was completed with minimal disruptions to our members.

Secondly, the Board decided that the Mutual needed to start the rehabs of all the buildings on a three year schedule for completion. After a discussion with Jeroen Wright and Clayton Clark from MOD (now RPM) it was decided to start with all five buildings on Level B the first year, four buildings on Level A the second year and the final four buildings the third year. Many, many hours were involved in getting this project started. I would like to personally thank the members of the Paint Color Committee, Barbara Landberg, Patti Hayden, and Jan Artley for putting in countless hours in preparing and making the final recommendations for the several colors for the buildings.

We worked with the Mutual's attorney in drafting a new Election Policy as the laws governing the policy had changed and were successful in sending a final draft to the members for a vote which was formally adopted.

Last but certainly not least, I would like to thank Barbara Landberg and Dave Hendricks for serving on the Mutual's Board for the last two years (Barbara actually three). Their dedication to the Mutual, made everyone's life here a little bit better.

People say that it takes a village to raise a child, well, trust me, it takes a village to run a Mutual. The Board could not function without all the additional volunteers of its committees and we want to thank all of you for making Mutual 53 the best Mutual in Rossmoor!

#### Treasurer's Report

Rossmoor's financial management and reporting is in a transition year, moving to NetSuite software. This transition has been somewhat slow and halting. Comprehensive monthly reporting has been delayed for several months, and we still have not had access to all of our records and supporting documentation. We are still expecting to obtain online read-only access to our financial information sometime this year. Service levels, e.g., responding to, and/or taking action on requests, has not been good. We are also expecting to have a significant re-formatting of our annual Reserve Study. This should help improve both our annual reserve budgeting, and how we manage our annual contributions to our Reserve Fund.

Our financial condition is satisfactory. though we have significant ongoing cost challenges for both operations and reserves.

During 2025 our operating cash balances have been fairly stable, but our reserve fund will be reduced by about \$300K (40%) this year after very large expenditures for our roof replacement completion, and for the building rehab on level 2. Reserve balances are expected to fluctuate from year to year because planned reserve expenditures occur at different times in the long term planning. The next 2 years will also have significant reserve expenditures for completing our building rehab project. After this, it should be several years before we incur large reserve project costs. We will be in much better financial shape, if the work completed on these major projects performs well, especially if we do better with the replacement roofs than we did with the original roofs.

The largest ongoing operational costs include insurance, water and landscaping, and the RWC management. We don't have much control over most of our operational costs, though we have some potential control over water and landscaping. We will soon be incurring about \$3K more per year for new fixed costs being added to each of our 8 common electric meters serving our outdoor lighting.

#### RPM Reports

- a. Jeroen Wright, Director of Mutual Operations:  
Jeroen Wright reported that the new Management Agreement is nearing completion and noted that M53 has been well represented by Barbara Mintz. He announced that a Special Budget Meeting has been scheduled for October 13, 2025, to discuss the preliminary 2026 budget. He emphasized that Rossmoor Property Management is committed to maintaining a strong relationship with Mutual 53.
- b. Todd Arterburn, Chief Financial Officer:  
No report was given.
- c. Rick West, Rick West, Senior Building Maintenance Manager  
No report was given.

- d. John Tawaststjerna, Landscape Manager:  
No report was given.

Committee Reports

a. Architectural Review:

No report was given.

b. Finance and Budget:

No report was given.

c. Landscaping

Bonnie Kuki gave the following report:

This year, we fashioned a four person committee with each member responsible for a specific portion of the Mutual. Each member also lives in the area they represent allowing for a more neighborly discussion of observations and concerns.

Throughout the year, with the direction and guidance from both RPM and Terra Landscape, there have been major renovations on Level A and B including lawn and aging tree removal as well as the installation of a revitalized landscape which is both water-wise and drought tolerant. Recently planted shrubs that were not thriving were relocated to a new location where they are now growing well.

Annual tree pruning, tree evaluation, and tree removal was accomplished with the expert guidance from Waraner Tree Service and John Tawaststjerna from RPM. Their historic knowledge of our Mutual is invaluable.

Just completed was the removal of the aged rosemary along the uphill side of Terra Granada. The hillside has been replanted with flowering oleanders, gravilia, and variegated shrubs. The previously hidden hypericum ground cover seems to be recovering with the added sunlight.

Our fall RPM days in mid October will include ongoing efforts to renovate landscape areas on Level B including sod removal and restoration work with water wise and drought tolerant plants.

Finally, the Landscape Committee hopes it has accomplished the job of being good listeners and problem solvers. Like any other volunteer endeavor, we hope Deer Highland residents have felt free to approach us with thoughts, ideas and concerns and that we have responded in kind.

d. Building Maintenance:

Albert Oliver gave the following report for Jim Jennings:

The 2024-25 fiscal year was a very active year as members of the Building Maintenance Committee (BMC) and its sub-committees worked to monitor and maintain the conditions of the fourteen structures owned by Mutual 53 as well as conduct and/or monitor a number of services provided to our residents and to assist residents determine repair responsibilities.

Building Maintenance Committee (BMC) and Sub-Committee members are:

**Building Maintenance Committee (BMC)**

Jim Jennings, Chair  
Albert Oliver, Level A Member  
Laurie Krelle Level B Member

**Building Maintenance Sub-Committees and Members**

**Fire Extinguisher Inspection Sub-committee**

Jennifer Jennings  
Jay Kline  
Laurie Krelle  
Bonnie Kuki  
Albert Oliver  
Brad Schimek

**Exterior Lighting Sub-committee**

Brad Schimek, Chair  
Alex Gioulis (newest member)  
Steve Graham  
Wayne Bruce

**Trash Management Sub-committee**

Jim Jennings  
Albert Oliver  
Laurie Krelle

What follows is a summation of the activities carried out by the afore mentioned members of the Building Maintenance Committee and its three sub-committees for the period of September 28, 2024, to September 26, 2025.

**Special Projects Conducted by the Building Maintenance Committee**

The activities in which the members of the BMC were involved in these special projects included conducting research on equipment, materials, building utility system repairs and trash handling. These Special Projects included:

10/1 – Ongoing – **New Mailbox suitability study:** Search to identify a new mail box model, suitable to replace current boxes provided by Rossmoor Property Management. Potential models have been identified – Project on hold pending building rehab project completion.

10/30-11/19/24 – **Fire Suppression Sprinkler Line Inspections:** Create schedule for and coordinate the inspection of fire suppression sprinkler lines in the attics of all 36 second floor units of the Mutual. BMC to serve as liaison with Fire Protection Management and accompany inspectors on all inspections. Prepared final report to the Mutual Board of Directors.

1/6 - 5/25 – **New Fire Extinguisher Cabinet study:** Search to identify good quality, heavier duty fire extinguisher wall mount cabinet to replace existing cabinets. Recommendation made, approved by Board of Directors, Purchased.

6/8 – 8/14/25 – **Mutual 53 Resident Trash Guide:** In response to numerous complaints of improper garbage/trash dumping, a guide was created presenting procedures, rules and guidelines for the proper disposal of all trash. The guide was approved by the Mutual 53 Board of Directors. The multi-page document, including photos, has been distributed to all residents, and a link has been added to the Deer Highlands website. All new arriving residents will receive a copy of this guide.

3/10 – 4/15/25 – **Building Crawl Space Conditions Inspection – Level B:** Schedule and coordinate the inspection of the underside (crawl space) of the five resident buildings on Level B (4400, 4412, 4424, 4436 and 4444) to assess condition of all aspects of the building structure and foundations as well as identifying the presence of moisture and organism caused deterioration. BMC to serve as liaison with Specialty Inspections Inc., throughout entire process.

3/31 – 4/14/25 – **Garage Electrical Circuit Testing:** As the result of discovery of electrical circuits for two garages being connected to electrical panels of neighboring units, testing of all condominium circuits was needed. The BMC prepared instructions to assist residents to conduct such tests, as well as actually performing such tests as needed. Except for the two original incorrect connections, the remaining 70 condominium units were found to be connected to the proper electrical panel.

7/9 – 7/23/25 – **Water Pressure Testing of all Mutual 53 units:** In response to a plumbing contractor report finding the water pressure for one condominium unit to be dangerously high, the BMC conducted a test of the water pressure for all fifteen (15) fresh water intake lines for the 72 Mutual 53 condominium units. Those tests revealed excessively high water pressure for all fifteen water intake lines. A recommendation was made to consider installation of water pressure regulators. The BMC Chairman identified three plumbing contractors to receive Requests for Proposals to install pressure regulators on the 15 water lines. Selection is pending.

8/6 – 9/10/25 – **Urge Correction of Incorrect Shredded Paper Article in Rossmoor News:** Two articles presented in the Rossmoor News in two separate issues, were found to incorrectly present how shredded paper from home shredders was to be disposed of. Contact was made with the three commercial companies that conduct the collection and treatment of all material recycling in Contra Costa County, verifying that the information presented by the Rossmoor News was incorrect. A correction was published and the matter resolved.

**Monitoring and Oversight by BMC of Major Repair Projects performed by Outside Contractors**

**9/30 - 10/20/24 - 4444 Elevated Walkway Railing & Building Painting – 1B, 3B, 4B:**

Extensive touchup painting of sections of new siding, trim, and support beams as well as steel railings was completed by Spectrum Painting.

**10/7 – 10/10/24 – 4412 2B Fire Suppression sprinkler line leak:** Water stain on ceiling and water damage to small section of wood flooring and baseboard suggested fire suppression sprinkler line leak. Fire Prevention Management responded and located leak at glued joint in sprinkler line. Line and joint repaired by FPM.

**10/21 – 10/30/24 - 4400 1B Fire Suppression sprinkler line leak:** This resulted in opening of ceiling to accomplish repair. Line repaired by FPM, ceiling repair by Rossmoor RPM.

**10/23 – 11/22/24 - 4444 - 3A – Water Damage to sub-floor:** Possible water damage to the sub-floor of a unit at 4444 was discovered. RPM arranged for outside contractor to conduct an assessment and submit a bid for the repair. Resident questioned assessment, BMC notified RPM, second assessment conducted, finding less significant damage. AMAC Construction completed repair.

**10/30 – 11/00/24 – 4348 – 2B, 3B – Dryer Vent Lines Disconnected:** Through dryer vent cleaning project, the ducts from clothes dryers in units 2B and 3B were found to have been disconnected with roof vents removed and vent access covered over with new roof. BMC reported issue to RPM and contacted Fiala Roofing. New vents installed and ducts connected by Fiala Roofing. Fiala also required to complete cleaning of lint from attic.

**10/28/24 – 4/20/2025 – 4332 – 1B – HVAC Compressor Lattice Enclosure Removed by HVAC installer:** BMC discovered that installer of new HVAC system had removed portion of lattice enclosure but did not re-install after installing new compressor. CleanAir Inc., identified as vendor. BMC requested that Rossmoor Alterations not approve final inspection until enclosure is re-installed. Second inspection by BMC found that installation was not completed and pieces left behind. Complaint made to Rossmoor Alterations and CleanAir Inc. A poor quality repair was done and unfortunately approved by Alterations. Additional repair was later completed by RPM.

**11/22/24 – Reviewed and Identified Improper Charges by Outside Contractor:** Building Maintenance Committee member Laurie Krelle reviewed invoice submitted by AMAC, listing repair and finish work completed as part of sub-floor water damage repair project. Identified \$595.00 labor charges billed that were not performed. Contractor submitted revised invoice.

**2/10 – 3/25/25 – Deer Highlands Sign Restoration:** The removal of dry rot damaged wood and restoration of the carved deer silhouettes was completed by 7/24 Construction. An exceptional job of repainting by Mutual Board President and two residents was completed, fully restoring the sign.



**2/10 – 4/11/25 Removal of Solar Equipment, Repair of Damaged Roofing 4372 2B:**

The process of removing the solar panels from the roof at 4372 was completed by Your Energy Solutions. Materials were temporarily stored in garage of unit 2B. Fiala Roofing Inc rechecked the roofing structure, underlayment and attic space, certifying the roof now back to full warranty standards. All solar equipment removed from garage storage; all utility panels and conduit removed from exterior of building. BMC inspection revealed need for additional cosmetic repairs to building siding and utility cabinet, which was completed.

**2/22 – Ongoing – Broken Attic Fire Suppression Sprinkler Line – Major flooding &**

**Damage 4400 2B, 2A:** Massive water damage to ceilings, walls, flooring, furnishings, fixtures suffered by both units. Servpro Fire & Water Restoration employed for removal of damaged materials and complete restoration of unit 2B. Unit 2A sold as is, reconstruction in progress by unit purchaser. BMC oversite to ensure minimal disruption to neighboring residents during restoration and construction.

**4/11 – 6/13/25 – New Roofing Installation Level B Garage and Carports:** Fiala Roofing Inc., completed the removal of old roofing tiles and installation of new asphalt shingles, new gutters and downspouts on the last three car garage structures and multi-car carports on Level B. Daily site visits conducted by BMC to ensure cleanup by contractor.

**7/28/25 – Ongoing – 2025 Mutual 53 Manor Preventive Maintenance Program (Rehab):**

This multi-stage process to remove, replace and restore deteriorating and damaged building structure and surface materials, began as of July 28, 2025. Primary contractor is AC Enterprises. Although the BMC has not been assigned specific responsibilities, the committee members have and continue to maintain a periodic presence on site. This served to provide a point of contact for residents and workers should minor questions or issues arise while RPM or Mutual Board members were not available and to assist with other duties as needed.

Up to 9/22/25 the BMC had responded to 10 resident questions or complaints regarding the project, reviewed proposed Scope of Work documents, and participated in an inspection of building foundations. The BMC also participated in a validation inspection of project Change Orders, in preparation for submission to the Mutual Board of Directors.

**BMC Identify and Monitor Major Repair Projects conducted by Rossmoor Property Maintenance (RPM)**

**10/22 – 10/30/24 – 4412 2B Water Damage from sprinkler line leak:** Following discovery of sprinkler line leak and water damage to ceiling, portion of hall wall, wall baseboard and wood flooring, BMC contacted MOD (now RPM) to request repairs to interior damage. Repairs occurred and were completed to satisfaction of resident.

**10/21 – 10/30/24 - 4400 1B Ceiling damaged to access sprinkler line leak:** The repair of the fire suppression sprinkler line leak required the opening of the ceiling. BMC contacted MOD (now RPM) and requested repair and painting of ceiling. This was completed to the satisfaction of the resident.



10/30 – 11/15/24 - **4424-2B & 2A Major Dry Rot to Siding:** Possible dry rot beneath window of the 4424 building was monitored by the BMC as well as by the resident. A request for an assessment of this damage was made to MOD by BMC. Extensive probing revealed significant dry rot, extending to the window frame and siding of the downstairs unit. MOD Site Supervisor recommended immediate repair necessary and showed BMC Chair extent of water damage and dry rot through both the exterior siding and layers of plywood underlayment, as well as building framing. The removal of all damaged/deteriorated wood, installation of new underlayment, siding and trim and extensive caulking of all exposed crevices was completed within one week, followed by painting of all repaired surfaces.

10/9 – 12/15/24 – **4400 3A, 3B Dry Rot to Landing, Framing at Stairway Anchor Point:** BMC submitted request to MOD for an assessment of major dry rot damage to the landing behind the garage structure possibly effecting the stairway stability as well as the connection to framing. Extensive probing by MOD verified significant dry rot to wall and point at which stairway is bolted to wall frame. It was determined that this could not wait to repair during rehab project in 2025. Complete structural repair was completed, however only a base paint coat was applied to new wood and a coating of water proofing material was applied to the exposed section of the landing walkway. Finish painting and walkway surfacing would occur with 2025 building rehab project.

### **Work Orders**

During fiscal year the Building Maintenance Committee initiated and monitored 18 work orders through the RPM Work Order system. Those work orders covered various minor repairs to mutual buildings and common areas. All completed within 3 to 5 days of submission.

### **Fire Extinguisher Inspection Sub-Committee**

12 monthly inspections of the 22 fire extinguishers installed within Mutual 53 were conducted.

3 Extinguisher pressure gauges were found showing “discharge”. Work order requests for servicing or replacement submitted – all three replaced.

12 Plastic covers for extinguisher wall mounting boxes were found damaged or destroyed. BMC installed 6 new covers, 6 damaged covers were repaired and re-installed pending installation of new extinguisher wall boxes.

Agreement reached for intact covers on level B extinguisher boxes, to be saved for use on Level A.

New mounting cabinets for each fire extinguisher have been purchased and will be installed on the Mutual 53 buildings following the completion of the repair and repainting of each building.

Jerone Wright, Director of Rossmoor Mutual Operations arranged for Fire Extinguisher Inspection Training for Mutuels that are creating or have already created an inspection team.

The training was to be presented by a Fire Inspector with the Contra Costa Fire Protection District. Mr. Wright commended Mutual 53 for the Extinguisher Inspection Process already created by the Mutual BMC.

Members of the Mutual 53 Extinguisher Inspection Sub-Committee, Brad Schimek and Albert Oliver attended this training. The training Presenter recommended only one change to the Mutual 53 inspection procedure, that being the elimination of the requirement to lift each extinguisher to assess presence of contents. As of this report, that step in the inspection process has been eliminated.

### **Exterior Lighting Sub-committee activities**

Lighting sub-committee members responded to 48 reports of exterior lights out to include:

- 20 Pagoda light bulbs replaced
- 15 Building wall light bulbs replaced
- 6 Carport overhead light bulbs replaced
- 4 Address light bulbs replaced
- 3 New Pagoda light fixtures installed

### **Trash Management**

- A. The monthly cleaning of the compost bins by Nice Cans Inc., continues to be a great success. The owners of Nice Cans Inc. have commended Mutual 53 for being the most responsive mutual in Rossmoor and for being one of only two that ensure that the bins are empty and ready when the cleaning truck arrives each month.
- B. As of November 20, 2024, Nice Cans Inc. made a slight change in scheduling, establishing that Mutual 53 compost bins would always be cleaned on the last Wednesday of each month. In response, new signs presenting the monthly cleaning timing were printed, laminated and posted on the gates of all seven trash enclosure within Mutual 53.
- C. The 13 Building Captains of Mutual 53 receive an email reminder the day before each monthly compost bin cleaning is to occur, to attach a laminated sign to the top of each bin advising residents not to deposit compost in the empty bin until after it is washed.
- D. Annually BMC installs new Recycling, Landfill and Compost instructional posters in each of the 7 trash enclosures.
- E. The placement of the steel bar from each recycling dumpster across the top of each compost bin continues its success. Since that action was initiated, no Mutual 53 compost bin has been accessed by raccoons or other four legged pests, thus eliminating the unsanitary mess left by those critters.

### **Trash Related Incidents/Reports**

In late 2024 a resident reported seeing a Republic Services driver lose control of a dumpster, resulting in significant damage to the gate of trash enclosure A and adjacent

carport downspout. That incident was reported to Republic Services and as of 2/5/25 the badly damaged gate and downspout were repaired and painted by Republic Services.

5 incidents reported to the BMC Chair in which improper or hazardous materials had been deposited in a dumpster or compost bin. Items were removed by other residents or BMC members.

1 incident in which a contractor was seen by the BMC Chair placing construction waste in a Mutual 53 landfill dumpster. The incident was reported to Rossmoor Property Management, and the contractor was required to remove the materials.

1 compost bin found with broken axle. Contacted RPM Liaison to Republic Services, requested new compost bin. Replacement bin received.

### **Miscellaneous Calls for Assistance to Building Maintenance**

#### **Pest Control Issues**

9 calls reporting problems with rodents, birds, insects and snake.

5 were referred to the Work Order Desk, attention Pest Control.

1 report of mouse traps containing dead mice. Traps were emptied and dead mice disposed of.

1 complaint of a nest built on a porch fixture. Bird droppings cleaned up under nest, suggestions given to discourage bird return.

1 Resident told to leave nesting turkey alone, then remove nest when bird and hatchlings are gone.

1 Report of rattle snake on steps to residence. Rattle snake gone on arrival.

### **Complaints/Question Responses Received by BMC**

In addition to the to the afore mentioned activities, the Building Maintenance Committee responded either in person, by email or phone, to 58 complaints, questions or requests for assistance. These calls addressed such issues as:

Resident versus Mutual Responsibility (The Matrix)

Items needing minor repair

Water puddling on walkways

Vehicle placement during re-roofing project

Vehicle parking at red curbs

Persons smoking on balcony

Bathroom heat lamp left on in vacant unit

As of the date of this report, the members of the Building Maintenance Committee, to include Jim Jennings, Albert Oliver and Laurie Krelle, have expressed interest in continuing their service on this committee during the 2025-26 fiscal year.

#### **e. Governing Documents:**

No report was given.

**f. Social:**

Lori Ann Pope submitted the following report:

The Social Committee brought our community together with two key events for FY 24-25: the Holiday Mixer and the Summer BBQ. These gatherings facilitated a more formal connection for the entire mutual. As in past years, there was high participation and several neighbors volunteered to help with carrying out the event on the day.

The committee created a welcoming atmosphere and provided high-quality experiences--the positive feedback confirmed that attendees valued both the sense of community and the fun, memorable occasions.

With the rising cost of services, the committee was pleased to keep activity fees the same as last year.

**Holiday Mixer '24**

Saturday, December 7, 2024

4:00 to 6:00 PM

Catered by Classic Catering

Fireside Room

Attendees: 62

Traditionally, the holiday gathering in Deer Highlands had been a sit-down dinner. Because of rising food and service costs, the per person charge would have increased almost \$20 over the previous year. The committee shifted to a pre-dinner mix and mingle, which was received well. Brad Schimiek, Mutual 53 President, welcomed neighbors and guests and provided a brief end-of-the-year review. The event included festive decorations, holiday basket giveaways, and live music by pianist Gloria McBeth (recommended by Brian Pennebaker at Rossmoor Recreation).

Volunteers: Jan & Roger Artley, Cheryl Barber, Patti Hayden, John Kent, Susan Kline, Joan Liston, Vicki Jennings, Maria Pitruzzello, Ruth Tjom, and Brad & Julie Schimek. Bonnie Kuki was on the Social Committee for this event.

**Deer Highlands Summer BBQ**

Saturday, July 19, 2025

5:00 to 8:00 PM

Catered by Kinder's BBQ

Stanley Dollar Patio

Attendees: 72

Brad Schimek, Board President, shared thoughtful words about the strength of our community, especially serving on the Mutual 53 Board. The food was abundant and offered something for everyone. Neighbors enjoyed fun giveaways from Yogurt Spot and cheerful table flowers sent a few lucky guests home smiling.

Volunteers: Jan and Roger Artley, Patti Hayden, Dave Hendricks, John Kent, Susan Kline, Laurie, Krelle, Albert Oliver, Carolyn Pope, and Ruth Tjom.

**Holiday Mixer '25**

Saturday, December 6, 2025

4:00 to 6:00 PM

Fireside Room

Expected attendance: 60-65

**Administrative**

Rossmoor changed its room reservation process as well as its alcohol policy for Club and Mutual gatherings. The new Rossmoor facilities' room reservation process was more complex than the previous process and required multiple forms, attending informational meetings, and completing training sessions.

The committee spent over eight months sorting out Alcoholic Beverage Licensing requirements for Rossmoor events serving alcohol until developing a solution that was acceptable to the Mutual 53 Board.

**Looking Ahead to 2026**

We anticipate planning these two events again:

- Summer BBQ, Saturday, July 18, 2026
- Holiday Mixer, Saturday, December 5, 2026

Other ideas for events include piggybacking on the monthly DH Board meetings, perhaps hosting a casual lunch beforehand or a mixer afterwards to encourage more neighbors to attend meetings.

**g. Digital Presence:**

Brad Schimek gave the following report:

The current monthly distribution continues at 83 newsletters, which are emailed on the first of each month. The digital format continues to be well-received, achieving an impressive open rate of 78%. In 2026, we will be researching adding a payment link to the site so that payments for our annual parties could be made online.

Deer Highlands.com was launched in March 2024. In 2025, the website has attracted more than 530 visitors and has maintained a GoDaddy Domain Authority Site Score of 71. This Authority Score is a

key metric used by search engines to assess the trustworthiness and credibility of the site's content, reflecting the site's growing influence and reliability in the digital landscape. A score of 71 is well above an average ranking.

### **Members Forum**

No comments were made.

### **Volunteer of the Year Award**

Matt Kaplan was named Volunteer of the Year in recognition of his long-standing service to Mutual 53. Brad Schimek noted that Matt originally joined the Board in the summer of 2018 as a Director on the TWCM Board. Matt played a key role in the disengagement process that led to the formation of Mutual 53 and has served as an outstanding Treasurer for the Mutual.

### **Announcements**

Organizational Meeting of the Board to immediately follow adjournment of the Annual Meeting.

### **Adjournment to Organizational Meeting**

President Schimek adjourned the Annual Meeting at 2:42 p.m.

Respectfully submitted,  
Lucy Limon  
Mutual 53 Assistant Secretary