

Walnut Creek Mutual No. Fifty-Three  
ANNUAL MEETING OF THE MEMBERS  
ORGANIZATIONAL MEETING OF THE BOARD  
Friday, September 26, 2025, at 2:00 p.m.  
Fairway Room at Creekside  
1010 Stanley Dollar Dr., Walnut Creek, CA 94595

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*Dear Walnut Creek Mutual Fifty-Three Members,*

*We would like to invite you to The Annual Meeting of the Members on **Friday September 26, at 2:00 p.m.** in the Fairway Room at Creekside and via zoom.*

*The officer positions for 2025-2026 will be determined following the Annual Meeting in an Organizational Meeting. Please see the attached agendas. For further information please contact Lucy Limon, Board Services Coordinator at [Llimon@rossmoor.com](mailto:Llimon@rossmoor.com).*

*We hope to see you there!*

**Zoom instructions:** To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/81568669586> or use the Meeting ID: 815 6866 9586. 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: 815 6866 9586.

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

**Annual Meeting of the Members**  
**AGENDA**

1. Call to Order

2. Roll Call

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

RPM Staff: Jeroen Wright, Director of Mutual Operations  
Todd Arterburn, Chief Financial Officer  
Rick West, Senior Building Maintenance Manager  
John Tawaststjerna, Landscape Manager  
Lucy Limon Board Services Coordinator

3. Certification of Meeting – Lucy Limon

4. Announcement of Results for Director Elections – Lucy Limon



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5. President's Report – Brad Schimek
6. Treasurer's Report – Matt Kaplan
7. RPM Reports
  - a. Jeroen Wright, Director of Mutual Operations
  - b. Todd Arterburn, Chief Financial Officer
  - c. Rick West, Rick West, Senior Building Maintenance Manager
  - d. John Tawaststjerna, Landscape Manager
8. Committee Reports
  - a. Architectural Review
  - b. Finance and Budget
  - c. Landscaping
  - d. Building Maintenance
  - e. Governing Documents
  - f. Social
9. Members Forum
10. Announcements
  - Organizational Meeting of the Board to immediately follow adjournment of the Annual Meeting
11. Adjournment to Organizational Meeting

**Organizational Meeting**  
**AGENDA**

1. Call to Order
  2. Appointment of Chairperson Pro Tem
    - Motion to appoint Lucy Limon as Chairperson Pro Tem
  3. Election of 2025-2026 Officers & Director Positions
    - a. President
    - b. Vice President
    - c. Treasurer
    - d. Secretary
    - e. Director at Large
  4. Appointment of Assistant Secretary
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- Motion to appoint Lucy Limon as Assistant Secretary to the Board.
5. Appointment of Assistant Treasurer
    - Motion to appoint Todd Arterburn as Assistant Treasurer to the Board.
  6. Appointment of Committee Chairs
    - a. Architectural Review
    - b. Finance and Budget
    - c. Landscape
    - d. Building Maintenance
    - e. Governing Documents
    - f. Social
  7. Members Forum
  8. Building Rehab Update/Contract Approvals
  9. Announcements

The next scheduled Regular Board meeting will be on October 24, 2025, at 2pm in the Fairway at Creekside.
  10. Adjournment to Executive Session

If necessary, for legal issues, contracts, disciplinary hearings, personnel issues, delinquencies, or foreclosures.
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