

Mutual No. Fifty-Three

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

Brad Schimek called the meeting to order at 2:54 p.m.

Appointment of Chairperson Pro Tem

Brad Schimek made a motion, seconded by Barbara Mintz, to appoint Lucy Limon as chairperson pro tem for the organization of Officer Positions.

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

Appointment of the 2025-2026 Officer & Director Positions

a. President:

Barbara Mintz made a motion, Patti Hayden seconded to nominate and appoint Brad Schimek as President.

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

b. Vice President:

Barbara Mintz made a motion, Brad Schimek seconded to nominate and appoint Patti Hayden as Vice President.

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

c. Treasurer:

Brad Schimek made a motion, Barbara Mintz seconded to nominate and appoint Matt Kaplan as Treasurer.

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

d. Secretary:

Brad Schimek made a motion, Matt Kaplan seconded to nominate and appoint Phyllis Redfield-Sears as Secretary.

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

e. Director:

Nominations and appointments are only required for the Officer Positions. Barbara Mintz will serve as Director.

Appointment of Assistant Secretary

Brad Schimek made a motion, seconded by Phyllis Redfield-Sears, to appoint Lucy Limon as Assistant Secretary to the Board.

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

Appointment of Assistant Treasurer

Brad Schimek made a motion, seconded by Patti Hayden, to appoint Todd Arterburn as the Assistant Treasurer.

**Mutual No. Fifty-Three**

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

Appointment of Committee Chairs

- a. Governing Documents: Bruce Smiley
- b. Landscaping: Bonnie Kuki
- c. Building Maintenance: Jim Jennings
- d. Architectural Review: Board of Directors
- e. Finance & Budget Committee: Don Mintz
- f. Social – Co-Chairs – Susan Davis and Lori Ann Pope

Patti Hayden made a motion, seconded by Phyllis Redfield-Sears, to appoint the above slate of the committee chairpersons for 2025-2026.

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

Residents' Forum

Members were afforded the opportunity to express their general concerns and make comments. No comments were made.

Building Rehab Update/Contract Approvals

Barbara Mintz made a motion, Patti Hayden seconded to approve the change order to AC Enterprises contracts #1, #3 and #6 in the amount of \$8,326.20.

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

Announcements:

The next scheduled regular meeting of the Board will be on October 24, 2025, at 2 pm in the Fairway Room at the Creekside Clubhouse.

Adjournment.

There being no further business, the Organizational Meeting of the Board was adjourned at 3:04 pm.

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  
Mutual 53 Assistant Secretary