



**WALNUT CREEK MUTUAL No. 53
ORGINIZATIONAL MEETING MINUTES
WEDNESDAY, SEPTEMBER 14th, 2022, AT 10:00AM
PEACOCK HALL – GATEWAY CLUBHOUSE
1001 GOLDEN RAIN RD- WALNUT CREEK, CA 94595**

Call to Order and Roll Call

Director Barbara Mintz called the meeting to order at 11:00 a.m.

Organizational Formation

A. Directors' Election of Officers

1. Appointment of:

President: A motion was made to appoint Barbara Mintz as President.

Vice President: A motion was made to appoint Brad Schimek as Vice President.

Secretary: A motion was made to appoint Barbara Landberg as Secretary.

Treasurer: A motion was made to appoint Matt Kaplan as Treasurer.

Director-at-Large: A motion was made to appoint Michele Huff as Director at Large.

Moved, Seconded, Carried 5-0

2. Appointment of Assistant Secretary:

A motion was made to appoint Lucy Limon as Assistant Secretary.

Moved, Seconded, Carried 5-0

3. Appointment of Assistant Treasurer:

A motion was made to appoint Joel Lesser as Assistant Treasurer.

Moved, Seconded, Carried 5-0

4. Appointment of Terms of Office

a. The three candidates with the highest number of votes will serve a 2-year term: Brad Schimek, Barbara Mintz, and Matt Kaplan will serve until 2024.

b. The two candidates with the lowest number of number of votes will serve a 1-year term: Barbara Landberg and Michele Huff will serve until 2023.

B. Next election of two directors of the Board will be for a 2-year term.

C. Establishment of Committees and Appoint Committee Chairs

1. Finance Committee: A motion was made to appoint the Finance Committee.



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Moved, Seconded, Carried 5-0

2. Governing Documents Committee: A motion was made to appoint the Governing Documents Committee.

Moved, Seconded, Carried 5-0

3. Landscape Committee: A motion was made to appoint the Landscape Committee and Anne Winter as Committee Chair.

Moved, Seconded, Carried 5-0

4. Building Maintenance Committee: A motion was made to appoint the Building Maintenance Committee.

Moved, Seconded, Carried 5-0

5. Architectural Review Committee: A motion was made to appoint the Architectural Review Committee and Barbara Mintz, Brad Schimek, Matt Kaplan, Barbara Landberg, and Michele Huff as committee members.

Moved, Seconded, Carried 5-0

New Business

- a. Certification of CC&Rs by Secretary:

On September 14th, 2022, 60 of 72 Members voted in approving the adoption of the proposed “Restated Declaration of Covenants, Conditions, and Restrictions of Walnut Creek Mutual Fifty-Three (Mutual 53)”. The CC&Rs were passed with 59 affirmative votes. Melissa Ward will send the final version of this document once recorded with the County.

- b. Certification of Bylaws by Secretary:

On September 14th, 2022, 60 of 72 Members voted in approving the adoption of the proposed Bylaws of Walnut Creek Mutual Fifty-Three (Mutual 53)”. The Bylaws were passed with 59 affirmative votes. Melissa Ward to send the final version of this document to be notarized.

- c. Presidents Report:

President Mintz welcomed all residents and congratulated everyone on the successful disengagement from TWCM. This is a busy time of year for everyone at MOD since its



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budget season. Most Mutuals are expecting to see a 44% increase in insurance. However, P53 saw a decrease in their insurance premium last year because of the interior sprinklers. A big concern for the new Board will be to have a heavy reserve account. In October, the M53 Board will need to approve the 2023 budget. The new Board will work with Melissa to have the policies and procedures completed, hopefully by the end of the year.

- d. Motion to authorize the Assistant Treasurer and MOD Accounting Department to close all current “Project 53” accounts; open new accounts under Walnut Creek Mutual Fifty-Three (Mutual 53) for operations, reserves.

Moved, Seconded, Carried 5-0

- e. Motion to authorize the President, Vice President, Treasurer, and Secretary of Mutual 53 to sign checks or instruments on behalf of Mutual 53 for account held by City National Bank on terms and conditions as agreed with City National Bank

Moved, Seconded, Carried 5-0

- f. Motion to adopt Mutual Operations Department (MOD) contract:

A motion was made that the Mutual 53 contract with MOD for management will remain under the terms of the current TWCM contract to be signed and executed at a future date upon acceptance of the new MOD contract format by GRF Board of Directors. Additionally, an addendum should be added stating that this is Mutual 53 contract until a new contact approved by GRF is in effect.

Moved, Seconded, Carried 5-0

- g. Motion to appoint attorney for Mutual 53:

A motion was made to appoint Melissa Ward from Adams Stirling as the Mutual 53 attorney.

Moved, Seconded, Carried 5-0

- h. Motion to continue using TWCM’s Architectural Standards until Mutual 53 adopts their own.



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Announcements:

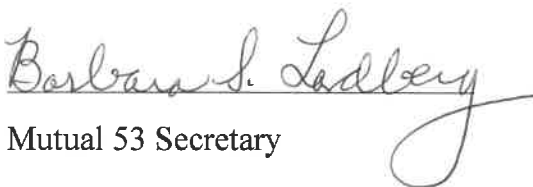
The next scheduled regular meeting of the Board will be on October 28th, 2022, at 1:30 pm in the Clubroom at the Creekside Clubhouse.

Adjournment.

There being no further business, the Organizational Meeting of the Board was adjourned at 11:47 am.

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.


Mutual 53 Secretary