



WALNUT CREEK MUTUAL FIFTY-FIVE

BOARD OF DIRECTORS REGULAR MEETING

Monday, December 15, 2025 at 1:30 p.m.

Meeting is Conducted In-Person and Virtually

Gateway Clubhouse – Board Room

1001 Golden Rain Road, Walnut Creek, CA 94595

Join Meeting Virtually

To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/87251491090> or use the Meeting ID: 872 5149 1090. You will see a few prompts to click on such as allowing “the page to open [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 (305) 224-1968 on any phone, and they will be prompted to enter the Meeting ID: 872 5149 1090.

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

AGENDA

1. Call to Order

2. Roll Call Directors

Bobbie Richards – President
Dave Blanchard – Vice President
Jan Klein – Treasurer
Kris Carey – Director-at-Large
Ann McCullough – Secretary

Rossmoor Property Management

Jeroen Wright – Director
Todd Arterburn – Chief Financial Officer
Rick West – Sr. Building Maintenance Manager
John Tawaststjerna – Landscape Manager
Victoria Thomas – Board Services Coordinator

3. Members' Forum

All members are invited to address the Board with questions, comments, and suggestions. The Board does not directly answer questions posed by speakers during the Members' Forum but does hear the viewpoints and ideas presented and them as they act during the meeting. Comments are limited to three minutes per member.

4. Approval of Minutes

- a. Board of Directors Regular Meeting Minutes – October 14, 2025
- b. Board of Directors Special Meeting Minutes – November 11, 2025

Recommendation: The Board of Directors approve the Consent Calendar.

5. President's Report – Richards

6. **Treasurer's and Finance Committee Report** – *Klein*
 - a. Motion to certify compliance with Civil Code §5500
7. **Director's Report** – *Wright*
8. **Chief Financial Officer's Report** – *Arterburn*
9. **Landscape Manager's Report** – *Tawaststjerna*
10. **Building Maintenance Manager's Report** – *West*
11. **Committee Reports**
 - a. Community Committee
 - b. Building and Facilities Committee
 - c. Emergency Committee
 - d. Governing Documents Committee – Motion Rules and Procedure Document
 - e. Landscape Committee
 - Personal garden item – 4749
 - Landscape updates
12. **Informational/Discussion**
 - a. Audit Response for Year Ending March 31, 2025 – *Richards*
13. **Old Business**
 - a. Fire Ember Risk Mitigation – *Blanchard*
 - b. Update Pagoda Garden Lights Replacement Options – *Blanchard*
 - c. Railing Repairs – *Blanchard and West*
 - d. 4773 #2B Attic Installation Replacement – *West*
14. **New Business**
 - a. Proposed Amended Enforcement and Fine Policy – *Richards*
 - b. 2026 New Laws for Homeowners Associations – *Richards*
 - c. Purchase Treasury Securities – *Klein and Arterburn*
 - d. 2026-27 Budget – *Klein and Arterburn*
15. **Announcements**

The next meeting scheduled is the Annual Members Meeting and the Board of Directors Organizational Meeting on January 27, 2026 at 2:30 p.m. in the Board Room at the Gateway Clubhouse.
16. **Adjournment to Executive Session**

If necessary, for legal issues, contracts, litigation, member discipline, personnel issues, delinquencies, or foreclosures.