



ROSSMOOR
™ WALNUT CREEK

WALNUT CREEK MUTUAL FIFTY-SIX

BOARD OF DIRECTORS REGULAR MEETING

Wednesday, January 21, 2026, at 10:00 a.m.
1001 Golden Rain Road, Walnut Creek, CA 94595
Gateway- Board Room

MINUTES

Call to Order

Meeting was called to order by Jennings at 10:00 a.m.

Roll Call of Directors

Don Jennings, President
Robert Ward, Vice President
Tim Walker, Treasurer/Secretary

Rossmoor Property Management

Luis Dueñas, Building Maintenance Manager
John Tawaststjerna, Landscape Manager
Jesus Morales, Landscape Supervisor
Janneth Lujan, Board Services Coordinator

RPM Absent

Jeroen Wright, Director of Mutual Operations
Todd Arterburn, Chief Financial Officer

Approval of Minutes

a. Board of Directors Special Session Meeting Minutes – December 11, 2025
Motion made by Walker; seconded by Ward to approve the minutes of December 11, 2025, BOD Special Meeting as submitted. **Motion carried (3-0).**

Members Forum

All members are invited to address the Board with questions, comments and suggestions. There were no comments provided.

Report of Officers

- a. President – Don Jennings
No Report
b. Vice President – Bob Ward
No Report
c. Treasurer/Secretary – Tim Walker

The Board reviewed financial statements from January through November 2025, noting a reconciled fund balance of \$121,713.90 in the operations account and \$283,019.31 in the reserve account as of November 30, 2025.

Walker made a motion, Ward seconded to certify compliance with Civil Code 5500 of the November 2025 financials. **Moved, Seconded, Carried 3-0**

RPM Reports

- a. Director of Mutual Operation's Report – Jeroen Wright

No Report

- b. Chief Financial Officer – Todd Arterburn

No Report

- c. Building Maintenance Manager – Luis Dueñas

Luis Dueñas reported on two approved fence replacements at 1928 Lakeshire, scheduled for March 3, and 1909 Lakeshire, scheduled for early February. He also noted that footing issues at lamp post 125 must be addressed prior to wiring, with work planned for early next week.

- d. Landscape Manager – John Tawaststjerna

The Board discussed the scheduled RPM days for the year. Morales explained the current project converting a portion of Mutual 65 and Lakeshire along Tice Creek. He reported that one-third of the annual mulching was completed last week and that lawn conversion will begin this week.

Committee Reports

- a. Building/Maintenance – Don Jennings

The Building Maintenance Report emphasized the need for careful planning for the rat abatement project, noting the importance of sealing openings without trapping animals inside. Work on this effort is ongoing.

- b. Landscape – Bob Ward

The Board reviewed landscape improvements, that included a \$5,000 landscape upgrade budget for the year, noting that most of it will be used for the current project. The review of a mulching map addressed questions about boulder replacement, with clarification that boulders would be paid for by the mutual.

- c. Emergency Preparedness – Harvey Samuels

No Report

- d. Ponds – Howard Chung

Regarding Ponds, the Board learned that pond trimming, including cutting back lily pads and reeds, is planned for the end of the month or early next month. The Board was informed that lights on pond number 2 have been non-functional for a few months due to fault in the power line.

- e. Social – Nancy Ward

Nancy Ward noted that the Social Committee's next meeting will include plans to organize a March gathering, with further details to be provided.

New Business

- a. Accept Resolution for the Audit Report as of December 31, 2024

Motion made by Walker; seconded by Ward to accept a Resolution for the Audit Report as of December 31, 2024. **Motion carried (3-0).**

b. Approval of the 2026 Shared Deductible Agreement
Motion made by Walker; seconded by Ward to approve the 2026 Shared Deductible Agreement.
Motion carried (3-0).

c. Approval of the Annual Resolution Authorizing Budgeted Transfers
Motion made by Walker; seconded by Ward to approve the Annual Resolution Authorizing Budgeted Transfers. **Motion carried (3-0).**

d. Approval of New Chairs for the Ponds and Landscape Committees
Walker made a motion, seconded by Ward, to appoint Howard Chung as Chair of the Landscape Committee and Bob Ward as Chair of the Ponds Committee.
Motion carried (3-0).

Announcement

Next scheduled meeting will be the Regular Board Meeting on Wednesday, April 15, 2026 at 10:00 a.m. in the GRF Board Room in the Gateway Clubhouse.

Adjournment

Meeting was adjourned at 10:22 a.m.

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.

Janneth Lujan