



## FIFTH WALNUT CREEK MUTUAL

### BOARD OF DIRECTORS REGULAR MEETING

Friday, March 20, 2026 at 11:00 a.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/86976381930?pwd=2bXEaFnetxh0V7bPys1bKTDcsG6kqx.1> or use the Meeting ID: 869 7638 1930. Passcode 287493. 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) 444-9171 on any phone, and they will be prompted to enter the Meeting ID: 869 7638 1930. Passcode 287493.

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

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#### AGENDA

1. **Call to Order**

2. **Roll Call  
Directors**

Sandra Lew – President  
Joy Todd – Vice President  
Mary Fielder – Treasurer  
Marlene Farrell – Secretary  
Nancy Valencia – Director-at-Large

**Rossmoor Property Management**

Jeroen Wright – Director  
Todd Arterburn – Chief Financial Officer  
John Tawaststjerna – Landscape Manager  
Luis Duenas – Building Maintenance Manager  
Victoria Thomas – Board Services Coordinator

3. **Members’ Forum** – *Sandra Lew*

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 considers them as they act during the meeting. Comments will be limited to three minutes per person.

4. **Approval of Minutes**

a. Board of Directors Regular Meeting Minutes – February 20, 2026

5. **President's Report** – *Sandra Lew*
6. **Vice-President's Report** – *Joy Todd*
7. **Secretary's Report** – *Marlene Farrell*
8. **Treasurer's Report** – *Mary Fielder*  
*Recommendation: The Board of Directors certify compliance with Civil Code §5500.*
9. **Director's Report** – *Jeroen Wright*
10. **Chief Financial Officer's Report** – *Todd Arterburn*
11. **Landscape Manager's Report** – *John Tawaststjerna*
12. **Building Maintenance Manager's Report** – *Luis Duenas*  
Bid pending approval for deck coating and plywood sheathing replacement – 1221 Avenida Sevilla, #2C.  
*Recommendation: The Board of Directors approve the contract for deck coating and plywood sheathing replacement at 1221 Avenida Sevilla, #2C in the amount of \$21,752.65.*
13. **Committee Reports**
  - a. Landscape Committee – *Joy Todd*
  - b. Building Maintenance Committee – *Luis Duenas*
  - c. Budget and Finance Committee – *Mary Fielder*
  - d. Alterations Committee – *Marlene Farrell*
14. **Informational/Discussion Item**
  - a. Mutual Responsibilities
15. **Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting which will be held on Friday, April 17, 2026 at 11:00 a.m. in the Board Room at the Gateway Clubhouse.
16. **Adjournment to Executive Session** – If necessary for legal issues, contracts, disciplinary hearings, personnel issues, delinquencies, or foreclosures.