

**WALNUT CREEK MUTUAL NO. SIXTY-FIVE****BOARD OF DIRECTORS  
ORGANIZATION & REGULAR SESSION MEETING**

**Tuesday, October 21, 2025, at 9:30 a.m.**

***Meeting is Conducted In-Person ONLY***  
**Event Center – Donner Room**  
**1021 Stanley Dollar Drive, Walnut Creek, CA 94595**

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**AGENDA**

1. **Call to Order**
2. **Roll Call of Directors**
  - Ed O’Dea, President
  - Lois Kadosh, 1<sup>st</sup> Vice President
  - Gary Miller – 2<sup>nd</sup> Vice President
  - Clark Nelson, Treasurer
  - Vacant, Secretary
3. **RPM Staff**
  - Jeroen Wright – Director of Mutual Operations
  - Todd Arterburn – Chief Financial Officer
  - Luis Duenas – Building Maintenance Manager
  - John Tawaststjerna – Landscape Manager
  - Janneth Lujan, Board Services Coordinator
4. **Appointment of Ed O’Dea, Gary Miller & Diane Portnoff to the Board Via Acclamation for a Two (2) Year Term**
5. **Reorganization of the Board**
  - a. President
  - b. Vice President
  - c. Treasurer
  - d. Secretary
  - e. Director at Large
6. **Appointment of Assistant Treasurer**
  - a. Motion to appoint Todd Arterburn as Assistant Treasurer to the Board.
7. **Appointment of Assistant Secretary**
  - a. Motion to appoint Janneth Lujan, as Board Services Coordinator
8. **Meeting Minutes**
  - a. Regular Session Board Meeting Minutes – July 15, 2025
9. **President’s Report** – Ed O’Dea

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10. **Treasurer's Report** - *Nelson*
11. **Mutual Operation's Report** - *Jeroen Wright*
12. **Chief Financial Officer** – *Todd Arterburn*
13. **Building Maintenance Report** – *Luis Duenas*
14. **Landscape Manager's Report** – *John Tawaststjerna*
15. **Reports**
  - a. Vice President's Report - Kadosh
  - b. Secretary Report
  - c. Social Committee – Julie Burnet
  - d. Emergency Preparedness – Al Kadosh
16. **Member 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 considers them as they act during the meeting. Comments are limited to three minutes per member.
17. **Announcements**

The next scheduled Board of Directors Regular Meeting is Tuesday, January 20, 2025, at 9:30am in the Donner Room at the Event Center.
18. **Adjournment to Executive Session** – If necessary, for legal issues, contracts, member discipline, personnel issues, delinquencies, or foreclosures.