



**WALNUT CREEK MUTUAL SEVENTY**

**BOARD OF DIRECTORS REGULAR MEETING**

Thursday, January 15, 2026, 2:00 p.m.

Meeting is Conducted In-Person and Virtually

Gateway Clubhouse – Board Room

1001 Golden Rain Road, Walnut Creek, CA 94595

**MINUTES**

Call to Order

President Lichtenstein called the meeting to order at 2:03 p.m.

Roll Call of Directors

Herma Lichtenstein – President  
Jane Seleznow – Vice President  
David Munson – Treasurer  
Dennis Fay– Secretary  
Joel Dimsdale– Director-at-Large

Rossmoor Property Management

Jeroen Wright – Director of Mutual Operations  
Todd Arterburn – Chief Financial Officer  
Luis Dueñas Building Maintenance Manager  
Janneth Lujan – Board Services Coordinator  
Jesus Morales, Landscape Supervisor

Approval of Minutes

- a. Approve Board of Directors Regular Meeting Minutes – November 20, 2025

Jane Seleznow made a motion; David Munson seconded to approve Regular Meeting Minutes for November 20, 2025, as submitted. **Motion carried 5-0**

- b. Approve Board of Directors Special Meeting Minutes- December 9, 2025

Jane Seleznow made a motion; Herma Lichtenstein seconded to approve Special Meeting Minutes for December 9, 2025, as revised with one minor change. **Motion carried 5-0**

President’s Report - Herma Lichenstein

No Report

Secretary’s Report – Dennis Fay

No Report

Treasurer’s Report – David Munson

- a. Motion to certify compliance with Civil Code 5500

David Munson presented the financial statements for the period ending November 2025. After the last Board Meeting, a clarification was received from Todd Arterburn regarding the negative investment fund balance previously reported. That balance should have been positive so as a result Munson reported a revised total cash and investment balance of \$4,113,386. Munson further stated that the operating fund was under budget by \$259,736, while the reserve fund was over budget by \$491,096.

## WALNUT CREEK MUTUAL SEVENTY

David Munson made a motion; Jane Seleznow to certify compliance with Civil Code 5500 for the month of November 2025. **Motion carried 5-0**

### Chief Financial Officer Report - Todd Arterburn

Todd Arterburn spoke about the certify compliance with Civil Code 5500 issue that was raised in the Financial Committee meeting. Arterburn will send out clarification to the treasurers regarding the use of “certify” vs “ratify” in financial statement motions, reinforcing the civil code requirements and ensuring clarity for all treasurers.

Todd will propose an Investment Fund Policy for the Mutuals to consider by the end of the first quarter.

### Mutual Operations Manager’s Report– Jeroen Wright

Jeroen Wright reviewed the status of the recent fire at Building 3288, which is currently in the demolition phase, with costs approaching the insurance deductible. Mr. Wright discussed insurance coverage and fire safety within the Rossmoor Mutuals, explaining that the Mutuals’ master insurance policy covers building damage, while personal property is the responsibility of individual homeowners’ insurance policies. He also described the shared deductible agreement, which applies when damages exceed \$250,000.

Wright reported that the fire that occurred in Mutual 70 was most likely caused by an unattended space heater aggravated by adjacent clutter near an overloaded power strip.

*(Item below was moved before the Committee Reports)*

### Building Maintenance Manager’s Report – Luis Dueñas

- a. KR Electric 3316 TG 3-meter main panel \$14,770

Herma Lichtenstein made a motion; Dennis Fay seconded to approve the proposal from KR Electric 3316 TG 3-meter main panel \$14,770. **Motion carried 5-0**

Luis Dueñas gave the following information:

Informational Items: Work Scheduled, In Progress, or Completed

#### **Item #1 SB326/Paint GBG**

##### **Entry 5 SB326 and paint completed**

- Building 3747 TG Decks Completed/Landing 1A start date 11/14
- Building 3711 TG Decks: 1B-4A-2A and 4C Completed/ 3C Pending, Breezeway 70%
- Building 3625 Landing completed Both Balconies will be completed by Jan 20th
- Building 3663 2A/2B Completed 1A will be completed by Jan 23rd
- Building 3711 TG working on Balconies (Completed 1B-4A-2A and 4C)  
(2C work in progress) 3c pending due to scaffolding Breezeway work in progress 90% completed
- Building 3747 balconies completed-termite Dt pending 1A
- Building 3773 balconies and paint completed

**Welcome gutter cleaning** completed Dec 4th

## WALNUT CREEK MUTUAL SEVENTY

### **KR Electric**

- Sub-panels completed in Nov-Dec
- 3535 TG 4C
- 3874 TG 2B
- 3711 TG 1A

### **Schedule for replacement**

- 3773 TG 1A
- 3425 TG 4C
- 3852 TG 2B
- 3316 TG 1B

### **Main panel replacement**

- 3288 TG Meter with 600amp 3 phase gear for elevator (FEB)

### Committee Reports

#### a. Building Committee

The Board added additional conditions to the approval of a storage cabinet in carport #177 requiring the cabinet to be fire resistant since it would store E-bikes.

The following list of members for the Building Committee is as follows:

- Jim Patmont
- Sandy Spooner
- Herb Soloman
- Dennis Fay

#### b. Communication Committee

The Committee reported plans to host a “Spring Fling” event; the date has yet to be determined. The committee discussed sending out landscaping rules letter, noting some duplicate mailings.

The following list of members for the Communication Committee is as follows:

- Sue Harvey
- Sandy Belden
- Marcia Ginsburg
- Donna Brian

#### c. Governing Document Committee- Jane Seleznow

Documents were sent to attorney for review.

#### d. Landscape Committee

RPM Days: Commendations were extended to the Landscape Department for their efforts. It was further reported that BrightView will be conducting a walkthrough in Mutual 70 to assess areas requiring service.

The following list of members for the Landscape Committee is as follows:

- Entry 2-Beth Thurlow
- Entries 3 &4-Dennis Johnsen and Carolyn Walkling co-reps
- Entry 5-Herma Lichtenstein
- Entry 6-Marc Seleznow
- Entry 7-Linda Ostro

## WALNUT CREEK MUTUAL SEVENTY

- Entry 8-Susan Bonnette

e. Finance Committee

The Finance Committee was added to future agendas as part of the Committee Reports section. The following list of members for the Finance Committee as follows:

- Gary Grellman
- David Munson

### New Items

a. 2026 Shared Deductible Agreement

Jane Seleznow made a motion; Dennis Fay seconded to approve the 2026 Shared Deductible Agreement. **Motion carried 5-0**

### Resident's Forum – *Herma Lichenstein*

All residents are invited to address the Board with questions, comments, and suggestions. *Janneth Lujan will update the resident forum section of the meeting agenda for better timing and clarity.*

Announcements – The next scheduled meeting is the Board of Directors Regular Meeting on Thursday, February 19, 2026, at the Gateway Clubhouse in the Board Room at 2:00 p.m.

### Adjournment to Executive Session

The Regular Meeting adjourned at 3:22 p.m., the Executive Session will be held at 4:00 p.m.

### Board Services Coordinator

I hereby certify that the foregoing is a true and correct copy of the minutes.

*Janneth Lujan*