

MINUTES

**Policy Committee, Fourth Walnut Creek Mutual
OPEN SESSION
Bunker Room**

January 21, 2016 12:15 PM

- 1. Roll Call:** Present were: Cardinal, Seltzer, Leinbach, Partovi, Kelzer.
- 2. Old Business** – none
- 3. Review of Policies** – Draft updates to Policies 11 – 16 were reviewed. Reference material and a draft prepared by Partovi on the topic of Designated Occupants, Co-Occupants, and Lessees was discussed. Draft recommendations for new Policies on Designated Occupants and Co-Occupants were favorably received.
- 4. Next Steps** – Secretary Partovi will draft new Policies for Designated Occupants and Co-Occupants.

Having no further business, the meeting adjourned at 2:45 PM.

/s/ _____
Nancy Partovi, Secretary
Fourth Walnut Creek Mutual