

**OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS, SEAL BEACH MUTUAL ONE,
A COMMON INTEREST DEVELOPMENT, CC1350, 1351(c) (4), et al
October 26, 2017**

Following the open forum for shareholders to address the Board, the Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Luther-Stark at 9:15 a.m. on Thursday, October 26, 2017, in Conference Room A of the Administration Building, followed by the *Pledge of Allegiance*.

ROLL CALL

Present: President Luther-Stark, Vice President Tous, Secretary St. Aubin, CFO Schweitzer, and Directors Barreras, Collazo, Gambol, Holzer, and Singer

GRF Representative(s): Mrs. Perrotti and Mr. Stone was absent

Guests: Twelve Mutual One shareholders

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Antisdell, Building Inspector (9:59 a.m.)
Ms. Day, Recording Secretary

President Luther-Stark introduced and welcomed the staff members and guests.

MINUTES

President Luther-Stark asked if there were any corrections to the September 28, 2017, Regular Meeting minutes. There being none the minutes were approved as printed.

GRF REPRESENTATIVE'S REPORTS

GRF Representative Perrotti discussed GRF activity. In addition, she discussed the upcoming street work on St. Andrews Road starting the first week in November.

GRF Representative Stone was absent.

BUILDING INSPECTOR'S REPORT

Inspector Antisdell presented his report (attached).

A discussion followed concerning colored doors and adding colors to the requirement. President Luther-Stark will appoint a committee regarding this issue.

BUILDING INSPECTOR'S REPORT (continued)

Inspector Antisdell discussed sewer cleanouts. Following a discussion, and upon a MOTION duly made by Director Holzer and seconded by Director Barreras, it was

RESOLVED, To approve the bid proposal from Empire Pipe Cleaning to cleanout the Mutual sewers, at a cost of \$3,920.

The MOTION passed with two "no" votes (Gambol, St. Aubin).

Following a discussion, and upon a MOTION duly made by Director Gambol and seconded by Director Holzer, It was

RESOLVED, To accept the BrightView proposal to install a shed in the Mutual.

The motion passed.

Following a discussion on the sewer line bid that was received, Director Collazo spoke with Mr. Rudge, Project Coordinator, requesting him to obtain three bid proposals for the Sewer Project, and bring back to the November Board Meeting.

Inspector Antisdell left the meeting at 10:00 a.m.

PRESIDENT'S REPORT

President Luther-Stark presented her report (attached).

CHIEF FINANCIAL OFFICER'S REPORT

CFO Schweitzer reviewed the *Financial Statement Recap for September 30, 2017* (attached).

DIRECTOR(S)' REPORTS

Following a discussion, and upon a MOTION duly made by Director Gambol and seconded by Director Singer, it was

RESOLVED, To approve the carport rental of Carport Building 3, Space 44, belonging to the shareholder of Unit 14-H, to the shareholder in Unit 14-A.

The MOTION passed

Following a discussion, and upon a MOTION duly made by Director Gambol and seconded by Director Holzer, it was

DIRECTOR(S)' REPORTS (continued)

RESOLVED, To add Emergency Agenda Item j. to New Business to ratify phone poll of October 2, 2017, for BrightView tree proposal.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by President Luther-Stark and seconded by Director Singer, it was

RESOLVED, To ratify the phone poll of October 2, 2017, to approve a five-year contract for tree care management with BrightView as follows:

2017 – \$19,743
2018 – \$12,588
2019 – \$ 6,410
2020 – \$12,588
2021 – \$ 6,410

The MOTION passed.

Director Singer presented his report (attached).

MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Ms. Hopkins discussed candle safety within the Mutual (attached).

UNFINISHED BUSINESS

The Sewer Project was discussed under the Building Inspector's Report.

NEW BUSINESS

Following a discussion, President Luther-Stark appointed the following Directors to a Bulletin Board Committee: Ruben Collazo, JoAnn St. Aubin, and Donna Gambol to obtain prices for purchase and installation of bulletin boards.

Following a discussion, and upon a MOTION duly made Director Barreras and seconded by Director Singer, it was

RESOLVED, To amend Policy 7501.01 – Pet Ownership Policy on a preliminary basis until the 30-day posting period is completed.

The MOTION failed unanimously.

NEW BUSINESS (continued)

The Board members discussed painted exterior doors. President Luther-Stark appointed the following to a Painted Exterior Doors Committee: George Tous, Byron Schweitzer, Fred Holzer, and John Barreras.

President Luther-Stark called a recess at 10:35 a.m. to 10:50 a.m.

Following a discussion, and upon a MOTION duly made by Director Collazo and seconded by Director Singer, it was

RESOLVED, To charge 25 cents for 45 minutes, per dryer load.

The MOTION passed with one "no" vote (Gambol).

Following a discussion, and upon a MOTION duly made by Director Holzer and seconded by Director Barreras, it was

RESOLVED, To accept the NSBN Engagement Letter from the 2017 Audit and authorize the President to sign the letter.

The MOTION passed.

The Board members discussed changing the office door lock. Upon a MOTION duly made by Director Singer and seconded by Director Holzer, it was

RESOLVED, To leave the office door lock as is.

The MOTION passed with three "no" votes (Collazo, Barreras, Tous).

Following a discussion, it was the consensus of the Board to postpone action on removing the landscape at the ends of carports to a later date.

Following a discussion, it was stated that no committee is needed for Policy 7502.01 – Carport Regulations.

President Luther-Stark contacted J. D. Hauling Service to arrange for the pickup of items left at carports. She has had no response from the company to date.

DIRECTORS' COMMENTS

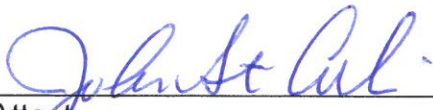
Several Directors made comments.

SHAREHOLDER(S)' COMMENTS

Several shareholders made comments.

ADJOURNMENT

There being no further business to conduct, President Luther-Stark adjourned the meeting at 11:35 a.m. and announced there would be an Executive Session following the meeting to discuss member issues.



Attest

JoAnn St. Aubin, Secretary
SEAL BEACH MUTUAL ONE
cd:10/27/17
Attachments

**NEXT REGULAR BOARD MEETING: NOVEMBER 30, 2017, at 9:00 a.m.
Administration Building Conference Room A**

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OCTOBER 26, 2017**

10/26/17 RESOLVED, To approve the bid proposal from Empire Pipe Cleaning to cleanout the Mutual sewers, at a cost of \$3,920.

RESOLVED, To accept the BrightView proposal to install a shed in the Mutual.

RESOLVED, To approve the carport rental of Carport Building 3, Space 44, belonging to the shareholder of Unit 14-H, to the shareholder in Unit 14-A.

RESOLVED, To add Emergency Agenda Item j. to New Business to ratify phone poll of October 2, 2017, for BrightView tree proposal.

RESOLVED, To ratify the phone poll of October 2, 2017, to approve a five-year contract for tree care management with BrightView as follows:

2017	– \$19,743
2018	– \$12,588
2019	– \$ 6,410
2020	– \$12,588
2021	– \$ 6,410

RESOLVED, To charge 25 cents for 45 minutes, per dryer load.

RESOLVED, To accept the NSBN Engagement Letter from the 2017 Audit and authorize the President to sign the letter.

RESOLVED, To leave the office door lock as is.

INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: 10/26/2017

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-H	FLOORING	GRF	09/30/17	10/30/17	NO	NONE	KARYS CARPET
1-H	WASHER/DRYER	BOTH	08/09/17	10/31/17	NO	NONE	BERGKVIST
1-H	WASHER/DRYER	BOTH	08/09/17	10/31/17	NO	08/31/17 FRAM/PLUM/ELEC	BERGKVIST
3-A	CARPORT CABINET	GRF	08/15/17	09/30/17	NO	NONE	HANDYMAN
4-D	MOE STRIP AT GARDEN	GRF	10/25/17	11/25/17	NO	NONE	FRANKS GARDENING
9-A	HEAT PUMP	BOTH	09/25/17	10/25/17	NO	10/04/17 FINAL	ALPINE
11-L	FLOORING	GRF	10/20/17	11/20/17	NO	NONE	KARYS CARPET
12-A	PATIO/BLOCK WALL	BOTH	08/31/17	09/30/17	NO	10/04/17 FINAL	MJ JURADO
12-H	CART PAD	GRF	10/20/17	11/20/17	NO	NONE	JOHNS LANDSCAPE
14-I	FLOORING	GRF	10/30/17	11/30/17	NO	NONE	
18-K	CART PAD	GRF	10/30/17	11/30/17	NO	NONE	FRANKS GARDEN
21-H	HEAT PUMP	BOTH	09/15/17	12/15/17	NO	NONE	GREENWOOD
21-H	WINDOWS	BOTH	09/20/17	10/30/17	NO	NONE	SWENMAN
22-E	ROOM ADDITION	BOTH	09/30/17	12/20/17	NO	NONE	J S B HOME REMODELING
29-C	WINDOW A/C REMOVAL	GRF	10/25/17	11/25/17	NO	NONE	BODIE GLASS
29-C	HEAT PUMP	BOTH	10/23/17	11/23/17	NO	NONE	ALPINE
30-I	REMODEL	BOTH	10/30/17	01/30/18	NO	NONE	LOS AL BLDRS
31-I	HEAT PUMP	BOTH	09/22/17	12/22/17	NO	10/11/17 FINAL	GREENWOOD
34-L	FLOORING	GRF	09/04/17	10/25/17	NO	NONE	GUNDERSOON
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	NO	06/23/17 ROUGH PLUMBING	BJ & COMPANY
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	NO	08/01/17 FRAM/ELECT	BJ & COMPANY
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	NO	08/07/17 WOOD TREATMEN	BJ & COMPANY
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	YES	08/22/17 DRYWALL	BJ & COMPANY
37-D	SHOWER CUT DOWN	BOTH	10/20/17	11/20/17	NO	NONE	NU KOTE
41-L	PATIO CARPET	GRF	07/24/17	10/20/17	NO	NONE	LW DÉCOR
42-B	SHOWER CUT DOWN	BOTH	09/26/17	10/26/17	NO	NONE	NU KOTE
42-K	FLOORING	GRF	07/24/17	08/24/17	NO	NONE	CORNERSTONE FLOORING
43-B	SHOWER CUT DOWN	BOTH	10/30/17	11/30/17	NO	NONE	NU KOTE
44-E	FLOORING	GRF	10/20/17	12/20/17	NO	NONE	BIXBY PLAZA CARPET
45-K	FLOORING	GRF	12/01/17	12/01/17			
48-L	WINDOWS/DOORS	BOTH	10/09/17	11/09/17	NO	NONE	SEAPORT WINDOWS
50-G	WINDOWS	BOTH	09/26/17	10/26/17	NO	NONE	SWENMAN
50-G	FLOORING	GRF	10/25/17	11/25/17	NO	NONE	KARYS CARPET
52-C	ELECTRICAL	BOTH	08/31/17	11/15/17	NO	NONE	LW DÉCOR
52-K	FLOORING	GRF	10/09/17	11/09/17	NO	NONE	KARYS CARPET
53-B	KITCHEN REMODEL	BOTH	07/20/17	11/10/17	NO	NONE	LOS AL BLDRS
56-K	FLOORING	GRF	08/23/17	10/12/17	NO	NONE	BIBY PLAZA CARPET
58-C	REMODEL KITCHEN	BOTH	05/01/17	10/01/17	YES	07/14/17 FRAMING/PLUMB	LW DÉCOR
58-C	REMODEL KITCHEN	BOTH	05/01/17	10/01/17	YES	09/07/17 DRYWALL	LW DECOR
62-C	DISHWASHER	GRF	09/10/17	10/10/17	NO	10/18/17 FINAL	KRESS
63-L	REMODEL	BOTH	10/30/17	02/28/18	NO	NONE	M J JURADO
64-E	WASHER/DRYER	BOTH	10/10/17	01/10/18	NO	NONE	NATIONWIDE PAINTING
67-D	SCREEN ROOM PATIO	BOTH	10/30/17	11/30/17	NO	NONE	BERGKVIST
67-F	SOLATUBE	BOTH	10/09/17	11/09/17	NO	NONE	BRIGHTER CONCEPTS
69-A	PATIO CARPET	GRF	07/10/17	08/10/17	NO	NONE	CORNERSTONE FLOORS
69-D	SHOWER CUT DOWN	BOTH	10/20/17	11/20/17	NO	NONE	NU KOTE
69-I	KITCHEN REMODEL	BOTH	06/12/17	07/25/17	NO	NONE	PEEK
69-I	KITCHEN REMODEL	BOTH	06/12/17	07/25/17	NO	06/26/17 UNDER GROUND	PEEK
69-I	KITCHEN REMODEL	BOTH	06/12/17	07/25/17	YES	FRAM/ELEC/PLUMB	PEEK
69-I	CARPORT CABINET	GRF	10/20/17	11/20/17	NO	NONE	HANDYMAN

ALL SHADED AREAS HAVE BEEN SIGNED OFF

INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: 10/26/2017

ESCROW ACTIVITY						
1-J		10/09/17				
1-F		10/02/17				
5-B		09/07/17	09/18/17	09/25/17	10/09/17	
5-H		08/02/17	08/25/17	08/28/17	09/12/17	09/29/17
7-C		06/15/17	09/06/17	09/08/17	09/20/17	10/04/17
9-J		08/07/17	09/08/17	09/08/17	09/22/17	10/11/17
10-D		10/02/17				
10-H		10/02/17				
11-L		08/29/17				
14-I		10/04/17				
21-H		07/12/17	08/18/17	08/21/17	09/05/17	10/04/17
22-D		09/14/17	10/13/17	10/13/17	10/27/17	
23-D		06/06/17				
23-J		09/11/17				
30-H		07/12/17				
30-I		07/25/17	09/06/17	09/07/17	09/19/17	09/28/17
31-B		05/22/17				
34-J		06/29/17	09/18/17	09/22/17	10/06/17	
34-I		07/26/17				
42-K		09/12/17				
44-H		08/09/17				
44-F		06/21/17				
45-K		08/21/17	09/08/17	09/21/17	10/05/17	
47-I		07/25/17	09/15/17	09/18/17	10/02/17	
52-K		06/06/17	09/13/17	09/13/17	09/27/17	
59-B		09/14/17				
60-B		07/27/17				
61-L		07/24/17	09/20/17	09/21/17	10/05/17	
65-H		08/29/17				

ALL SHADE AREAS HAVE BEEN SIGNED OFF

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation
 FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS 2017

NOTHING NEW SINCE LAST MEETING
 BRIGHTVIEW ARBOR CARE MANAGEMENT FOR 5 YEARS
 CONCRETE AT BUILDING 25 WITH M J JURADO
 DRYER CONTRACT WITH WASH MUTIFAMILY LAUNDRY SYSTEMS FOR 5 YEARS

ALL SHADED AREAS HAVE BEEN COMPLETED

MUTUAL AND SHAREHOLDER REQUEST

PROPOSAL FOR TRAFFIC CODES OF CARPORTS AND SIGNAGE TO BE IN COMPLIANCE WITH CAMUTCD
 EXTERIOR DOOR COLORS OTHER THEN WHITE OR COCO CANDY
 PATIO PERGOLAS OR PATIO COVERS AND SLAB AND BLOCK WALLS AT FRONTS AND ENDS OF BUILDINGS

Mutual One – Board of Directors
Presidents Report

October 26, 2017

Fire\Health & Safety Inspections are continuing until the middle of next week. I am very pleased that most of my board volunteered to assist. So a huge thank you to Directors: Barreras, Collazo, Gambol, Singer, St Aubin, Tous and Advisory Director Almeida for getting involved, especially during this heat wave. I know your eyes have been opened to the many challenges our members have. I do appreciate your help.

The Townhall meeting, held Sunday, for our Mutual One Members was by all accounts, a success. Thank You to Paul Bristow, Security Chief for being our guest speaker. He explained our new “one car per member” parking policy and how it will be implemented. As you re register your car- if you have more than one vehicle, you will be ask “Which vehicle do you want to have the decals removed?” To those with many vehicles, we are not a storage facility but an active community for over 55.

I also must thank our CFO, Byron Schweitzer, for his part at the Townhall explaining our Budget for 2018. Very thorough job of sharing where the money is going and why! Job well done.

I heard that Nov 1st starts the street replacement for St Andrews from Golden Rain to the security gate. Read the newspapers for any changes re: temporary parking.

This has been the busiest month also for New Buyer Orientations. We have completed at least 12 and there are 4 already scheduled for Nov. That makes it very exciting to welcome new neighbors and hopefully make new friends.

Reviewing our many legal matters, I am pleased to see \$17,553 collected from our delinquent accounts. So far this year total is \$57,262.36. Unfortunately lots of money spent, but it is returned eventually at the sale of the unit.

We will not meet again until after Thanksgiving so I am offering my many blessing now.

- A. I am thankful to have a working Board
- B. I am thankful for my health
- C. I am thankful to have had love and guidance from my family
- D. I am thankful to live on the West Coast of the USA
- E. I am thankful to be able to worship as I please

Last but not least: GO DODGER BLUE!

Respectfully submitted, Sandra Luther Stark

P.O. Box 2069
 Seal Beach CA 90740

Sep Actual	Sep Budget		2017 Y-T-D Actual	2017 Y-T-D Budget
198,698	198,694	Carrying Charges	1,788,255	1,788,246
89,641	89,642	Reserve Funding	806,772	806,778
288,339	288,336	Total Regular Assessments	2,595,027	2,595,024
4,936	3,334	Service Income	37,223	30,006
2,601	3,334	Financial Income	21,854	30,006
11,873	3,165	Other Income	43,088	28,485
19,410	9,833	Total Other Income	102,165	88,497
307,749	298,169	Total Mutual Income	2,697,191	2,683,521
122,118	122,118	GRF Trust Maintenance Fee	1,099,062	1,099,062
25,638	22,274	Utilities	197,200	200,466
(6,814)	1,806	Professional Fees	45,203	16,254
0	42	Office Supplies	128	378
39,061	44,723	Outside Services	266,490	402,507
19,891	17,564	Taxes & Insurance	180,943	158,076
89,641	89,642	Contributions to Reserves	806,772	806,778
289,535	298,169	Total Expenses Before Off-Budget	2,595,798	2,683,521
18,214	0	Excess Inc/(Exp) Before Off-Budget	101,394	0
21,252	0	Depreciation Expense	176,133	0
(3,038)	0	Excess Inc/(Exp) After Off-Budget	(74,740)	0
		Restricted Reserves		
2,643	0	Appliance Reserve Equity	45,873	0
6,667	0	Painting Reserve	442,498	0
0	0	Contingency Operating Equity	343,258	0
27,544	0	Roofing Reserve	256,254	0
(1,480)	0	Emergency Reserve Equity	469,105	0
74,508	0	Infrastructure Reserve	1,942,153	0
109,881	0	Total Restricted Reserves	3,499,141	0

TOWN HALL MEETING

October 22, 2017

1. The Town Hall Meeting was successful.
2. There were 80 shareholders present.
3. The entire Board was present.
4. All questions by the shareholders were answered by the Board.
5. Our guest speaker Paul Bristow, Security Services Director, gave an informative speech that was received favorably by our shareholders.

Looking forward to next year's meeting.

Phil Singer
Director

Mutual Administration Director's Report October 2017

Candle Fire Safety Don't let this



turn into this



With the holiday season rapidly arriving and with cooler fall temperatures here, many of us enjoy the warmth and light offered by a candle. Candles are decorative, come in many pleasing aromas, and can offer ready and simple light during power outages and emergencies. BUT the use of candles has also resulted in the following statistics (as provided by the U.S. Fire Administration):

- On average, 42 home candle fires are reported every day.
- More than half of all candle fires start when something that could burn, such as furniture, mattresses or bedding, curtains, or decorations too close to the candle.
- In one-fifth (20%) of candle fires, the candles are unattended or abandoned.
- Over one-third (36%) of home candle fires begin in the bedroom.
- Falling asleep is a factor in 12% of home candle fires and 36% of the associated deaths.
- December is the peak time of year for home candle fires. In December, 13% of home candle fires begin with decorations compared to 4% the rest of the year.
- One-half of home candle fire deaths occur between 12:00 midnight and 6:00 a.m.
- Young children and older adults have the highest death risk from candle fires.
- The risk of fatal candle fires appears higher when candles are used for light.

If you use a candle, please make sure to follow the following candle safety tips:

- Consider using battery-operated or electric flameless candles and fragrance warmers, which can look, smell, and feel like real candles – without the flame.
- If you do use candles, ensure they are in sturdy metal, glass, or ceramic holders, and placed where they cannot be easily knocked over.
- Avoid using candles in bedrooms and sleeping areas.
- Extinguish candles after use and before going to bed.
- Keep candles at least 12 inches from anything that can burn.
- Keep candles out of the reach of children and pets.
- Set a good example by using matches, lighters, and fire carefully.
- Never use a candle where medical oxygen is being used. The two can combine to create a large, unexpected fire.
- **Always use a flashlight – not a candle – for emergency lighting.**
- Never put candles on a Christmas tree.
- When using in-home worship, do not place lit candles in windows where blinds and curtains can close over them, or pass handheld candles from one person to another. To lower the risk of fire, candles should be used by only a few designated adults.
- **And NEVER leave burning candles unattended!**

Remember! Candle fires are PREVENTABLE. The top six days for home candle fires are:

- Halloween
- Thanksgiving
- December 23
- Christmas Eve
- Christmas Day
- New Year's Day

In the event of a fire, remember time is the biggest enemy and every second counts!

Escape first, and then call 911 for help. Develop a home fire escape plan and practice it frequently, and do not forget about that important emergency “grab-and-go bag”. Never stand up in a fire, always crawl low under the smoke, and try to keep your mouth covered. Never return to a burning building for any reason: it may cost you your life.