

MUTUAL ONE

**BOARD OF DIRECTORS
MONTHLY REPORTS FOR**

September 2016

(See information attached.)

Mutual One - President's Report

September 22, 2016

Dear Shareholders, Directors and staff:

You should feel fortunate to live in Southern California because of our weather. You should also feel good about living in mutual one. Major projects are necessary. Our mutual has been lucky because we have not any delays just continued steady progress in completing them.

Parking issues takes up most of our time. REMINDER only vehicles that are registered in Leisure World can park in our carports. Both Cars, trucks and golf carts either park in wrong carport space or on sidewalks. They park by trash cans, park in NO-PARKING ZONES, park in RED ZONES. Also the issue of shareholders that have more than one car: Soon you may have to pay accordingly for those luxuries, but for now we just send a letter to comply. I am thankful for those that did not know about our policies and have change their habits.

Please attend the **GRF Townhall Meeting** See the Leisure World News for date. There are two sessions: 2PM & 6PM. Topic - **Parking Fines** No one wants to live in a community where there are no rules. If you feel that way, then Leisure World was not your best choice. I have read the lengthy new policy and I agree with the policy writers. Before I was on the board I would not have understood these changes. However being a director

I know these changes are both welcomed & needed.

The next item that takes up our time is resident issues. Of our 844 units, most 800 are compliant and cordial neighbors. The few that we deal with are not. That is unfortunate, but realize the board must take action as we are looking out for everyone's best interest.

Web Site This past week Ruben VP and I spent time with Daniel, our IT specialist. We updated our page and added some special information that will be helpful for everyone. www.lwsb.com click the Mutual Tab

Reserve Study has been completed and our 2017 Budget will be discussed at our October meeting.

Respectfully submitted, Sandra Luther Stark

Mutual One Landscape Report, August/Sep. 2016

September 22, 2016

During the past month, as outlined in the attached detail, specific complaints/requests have been reduced considerably. Perhaps it is because with the cooler temperatures, the grass is getting greener and folks are more content. Who knows? Or perhaps it is because the landscapers are responding quickly to the various problems and resolving them as they develop.

This week they are returning to the carport areas, addressing plants that have died and doing some extensive weeding and cutback on those perennials that just grow and grow. I hope to see some perennial day lilies placed in areas where the plants did not thrive. This particular variety stays small and blooms for a very long season, all of summer and fall, providing nice color and plumage.

Last week, on September 15, I attended the turf management seminar at UC Riverside Agricultural Ext. at my own expense. It was a good opportunity to see how best to manage turf and deal with the kikuyu grasses and others. Additionally last week the WaterWise Management Report regarding our current sprinkling system was finalized. I have some questions about the details and once those are answered will report their findings to the Board. One recommendation is to upgrade our spray nozzles with rotary type nozzles. This too was highly recommended at the Turf Management seminar. That upgrade would cost about \$15,000 in equipment, plus probably about \$5000 in labor...there is a potential rebate of \$4/nozzle or about \$10,000 (we need to replace 2,492 nozzles. There are some other issues reported, some of which have already been resolved, like a broken water line. Others need to be addressed.

I am meeting next Monday with Joe Andre to discuss these finding and to see which we can implement immediately. Others, as in the purchase of the nozzles, require Board approval. Replacement of the nozzles, using our current irrigation system which Water Wise deemed to be in average/acceptable condition would result in a considerable water savings, cost savings in water usage and also direct the water more efficiently to the turf areas, reducing water runoff and excess spray. These two situations account for about half of the phone complaints I receive weekly from shareholders.

Fall is the ideal time to begin replacement of trees....but we are currently "over budget" in this category and I would like to possibly revisit this line item to see if we might allocate some of the money saved in other areas to underwrite the cost of tree replacement. This is also the time to "scalp" the grass areas, reseed, and replenish spent soil with some good topsoil.

Donna Gambol
Landscape Chair

August 28, 2016

Landscape Committee Report

Donna Gambol, Chair

Date	Unit #	Resident Name	Problem	Response	Resolution Action
8/22	60 G	Veronica Powell	Tree for area adjacent to her unit, recommended Crepe Myrtle, is on replacement list	Andre	
8/23	68 A	Nancy Hayden	Requested red and white flags to post for gardeners to avoid blowing in patio area.	Andre	
8/23	M1	Gambol	Revisited all landscape issues from K. Almeida's punch list from November. Those not yet resolved listed below	Gambol	
8/23	9/10	Gambol	Green space tree replacement		
8/23	11/1 2	Gambol	Green space tree replacement		
8/23	12A	Jane Cadell	Remove wooden trellis from triangle, all circle scallops, plants, pots, decorative balls etc, Wants all stones, pots removed from front garden area as well. Leave border scallops.		
8/23	11H	Gambol	Trim off dead branches on newly planted tree in green space		
8/23	15L	Helen Spencer	Remove gardenia bush, remove rose bushes from triangle area.		
8/23	17F	Judith Villarrubia	Weed wild garlic plants from the flowerbed area at the base of the roses.		
8/23	11E	Midge Bash	Remove middle rose bush from front right side of patio.		
8/23	M1	Gambol	Met with Joe Andre to review progress to date, addressed some specific sprinkler issues as noted below.		
8/23	6/7	Gambol	Greenspace between buildings 6/7 has seeping sprinkler pipe and problems with overwatering, causing blowout in area where sprinkler controls are located, seepage marked with white flags in lawn area.		

Landscape Committee Report

Donna Gambol, Chair

Date	Unit #	Resident Name	Problem	Response	Resolution Action
8/29	21L	David Julian	Remove purple pampas grass plant from area between laundry room and building 21, immediately in front of air conditioner unit.	Andre	
8/30	29G	Kathy Rose	Reports that a tree is dying in triangle area. Would like someone to evaluate it.	Andre	Looked fine to me?
8/30	16E	Henry Uranga	Expresses concern regarding the sprinkler coverage in the 13/16 lawn area.	Andre	
8/31	67F	Eileen Merritt	Bees in a bush...at 66L		Saw no bees on 9/3
9/2		Gambol	Landscape responsible for clearing walkways around laundry rooms, not the little area outside where clothes lines are located.	Andre	
9/8	14C	D. Kim	Wants hedgerow shrubs removed in front of his unit. The entire line of the hedgerow from either side of the front door all the way to the end of his unit.	Andre	
9/7	62I	Bev. McBride	Sprinklers not working.	Andre	
9/16	60K	Robert Moora	Landscapers did not edge the area.	Andre	
9/16	67C	Dorothy Kemper	Would like tall shrub trimmed down....perhaps it is touching building?	Andre	
9/18	35I	Dan Silverio	Annoyed with way landscapers trimmed plant adjacent to his patio. Landscapers ignored his 3 red flags!!	Gambol/ Andre	
9/20	21J	Sam Calderone	Says the downspout was damaged....I checked it out and it looked fine...not sure, perhaps someone already fixed it.	Andre	
9/20	Misc	D. Gambol	Sent Andre photos regarding various plants that died/need replacement at carports and weeding issues at the carports and some other areas. Removal of lawn equipment from between buildings 35/38.	Andre	

**Mutual Administration Director's Report
September, 2016**

A Few Pet Rules:

- Pets must be walked on a leash no longer than six feet (City of Seal Beach Ordinance).
- Retractable leashes are not allowed.
- Cleanup all waste deposited by your pet.
- Maintain liability insurance on your pet.
- Coyotes are natural predators.

Pet Registration with Leisure World and the City of Seal Beach is Required Under Policy 7501

Requirements for Dogs		Requirements for Cats	
City of Seal Beach Pet License	Yes	City of Seal Beach Pet License	No
Proof of Spay or Neuter	Yes	Proof of Spay or Neuter	Yes
Proof of Pet Inoculations	Yes	Proof of Pet Inoculations	No
Proof of Liability Insurance	Yes	Proof of Liability Insurance	Yes
Proof of Pet Dog's Weight	Yes		

All City Dog Licenses will expire on December 31, 2016.

City of Seal Beach – Pet Licensing Website

<http://www.sealbeachca.gov/City-Services/Animal-Control#pet-licensing>

Liability Insurance is your Responsibility

If you are uninsured and it is determined that you are the cause of a fire or water damage resulting in large scale serious damage to your apartment, or your neighbor's apartment or to the structure of the building or surrounding buildings, and common areas, you may be held financially responsible for those losses as noted in Article 5, Premises To Be Used For Residential Purposes Only. Practice fire safety, stove top fires can be deadly and devastating to those persons involved, as well as very costly. A pot or pan left carelessly on an active burner can cause damage to an entire building and its surroundings and possible loss of life.

THE MUTUAL INSURANCE DEDUCTIBLE as of today is \$50,000.00.

September 22, 2016

Dear Mutual One Shareholders/Members:

Are you enjoying our crisp fall mornings? I know I am! The remainder of 2016 is fast approaching its end....2017 is almost here.

The GRF September Monthly Board meeting takes place after the Mutual One September monthly Board meeting, so this communication will serve to update you on the individual committee meetings.

1. **Strategic Planning Ad Hoc Committee:**

- a. The Committee discussed mission and vision statements in an effort to re-brand Leisure World as an "Active Senior Community". This will be discussed at the next meeting.
- b. The Committee reviewed the multi-use/picnic area planned for Clubhouse Two.

2. **Security, Bus & Traffic Committee:**

The meeting scheduled for September 7, 2016 was not posted in a timely manner, thus a special meeting was scheduled on September 19, 2016 to discuss and approve items.

September 7, 2016 Meeting:

- a. The newly computerized Guest Access System at Laguna Woods was discussed. A field trip is planned to Laguna Woods to observe how the system is working for their community.
- b. Leisure World will host another DEA Drug "Take-Back" event in October. Check the LW News for the exact date.
- c. Security functions were reviewed and discussed at this meeting and will be approved at the next "special meeting."
- d. The Committee reviewed and discussed in detail Policy 1927-37-"Parking Rules for Trust Property."
- e. The Committee discussed the rescision of Policies 1909-37, 1909.1-37, 1909.2-37- Speed Limits on selected Trust streets.

September 19, 2016 Special Meeting:

- a. It was the consensus of the Committee to revisit the request of a Shareholder regarding the parking of their RV on Trust Property, after Policy 1927-37, Parking Policy, is approved by the BOD.
- b. The Committee voted to approve Policy 1927-37, Parking Rules for Trust Property and forward to the BOD to adopt.
- c. After review of Policy 1927.1-37, Fees (Fines) for Parking Rules Violations on Trust Property, it was the consensus of the Committee to forward to the BOD to adopt.

- d. The Committee approved Policy 1927.2-37, Parking Rules for Trust Property Parking Rules Violation Panel (PRV) with following addition, The schedule for the PRV will be made concurrent with the induction of the new BOD every June.
- e. The Committee approved Policy 3050-37 Security Functions with the following changes: 1) Include Mutual 12, 2) Eliminate #6, 3) Add the new line item, Assist residents to gain access to their unit when locked out. Security Department will verify identification to ensure entry into the unit is appropriate, 4) Change word quest to guest in item #11.
- f. The Committee approved the rescission of the following Policies: 1) 1909-37, Restricted Speed Zones of 10 miles per hour, 2) Policy 1909.1-37, Restricted Speed Zones of 15 miles per hour, and 3) Policy 1909.2-37, Restricted Speed Zones of 20 miles per hour. The Committee will forward these motions to the BOD for final approval.

3. Physical Properties Committee:

- a. The Committee approved to allocate \$600,000 toward year one of the paving project, add Weeburn Road to year one and forward a request to the Finance Committee to approve funding for this project.
- b. The committee approved to refurbish the ten restrooms at the Amphitheater with a submitted proposal of \$50,350. This request will be forwarded to the Finance Committee for funding and then sent to the GRF BOD for final approval.
- c. The Committee approved to forward to the Finance Committee, a request to approve funding of \$30,000 to refurbish the Pedestrian Gate off Northgate Road.
- d. The Committee decided to postpone the discussion of the additional parking plan at Clubhouse One.
- e. The Committee chose Spectrum Care Landscaping to perform landscaping work at the Administration Building and Amphitheater in the amount of \$3,340 including a \$500 contingency fee. This will be forwarded to the Finance Committee to approve funding.
- f. The Committee accepted the Southern California Edison request for an easement at the Main Gate and forward the request to the GRF BOD for final approval.
- g. The Committee chose Huff-Cor to replace wall decor coverings in Clubhouse Four starting the second week in January 2017 in the amount of \$16,345. It will be forwarded to the Finance Committee for approval.
- h. The Committee chose Golden State Flooring to replace the carpet in Clubhouse Four starting the second week in January 2017 in the amount of \$7,945 and forward the request to the GRF BOD for final approval.

- i. The Committee chose Hutton Painting to prepare and paint the interior of Clubhouse Four in the amount of \$22,500 and forward it to the GRF BOD for final approval.
- j. The Committee chose S&K to replace the drapery at the dias at Clubhouse Four starting the second week of January 2017 in the amount of \$9,221 and forward the motion to the GRF BOD for final approval.
- k. The Committee approved the invitation of a traffic engineer to take a look at the possible increased parking at Building Five and Clubhouse Six. A proposal will be presented at a future meeting.
- l. It was the consensus of the Committee to remove the Vehicle Charging project from the Physical Properties agenda.
- m. It was the consensus of the Committee to propose a few revisions to the contractor's requirements. This will be forwarded to the President's Council.
- n. The Committee will take a look at the Clubhouse One golf cart parking area and address the Golf Cart parking project at the next meeting.
- o. It was the consensus of the Committee to move forward with closing off golf cart traffic at the alley project.
- p. It was the consensus of the Committee to notify the Postmaster about a street name change in Mutual Two. It will be reviewed at the next Physical Properties meeting.
- q. It was the consensus of the Committee to discuss the Amphitheater parking lot North wall project at the next Physical Properties meeting.

4. **Executive Committee:**

- a. The Committee rescinded a previous action recommending decreasing the employer maximum contribution from 4% to 3% to the Golden Rain Foundation 401(k) plan.
- b. The Committee reviewed the salary survey provided by the Human Resources Director.
- c. The Committee moved to recommend to the GRF BOD to rescind Policy 1501-30, Limitation of Term-Standing Committee Chairperson.
- d. The Committee concurred to hold a Special GRF BOD meeting to interview the candidates for the Mutual 16 GRF Representative vacancy. It will be held on September 26, 2016 at 10:00 am. in Building 5 conference room B.
- e. The Safety/Emergency Coordinator will present a flowchart of contacts in the event of a disaster for shareholders and seek to identify a single story building appropriate to hold the post-Shake Out table top exercise.

5. **Architectural Design & Review Committee:**

- a. The Committee approved the 2 year contract as submitted by Magical Holiday Designs in the amount of \$35,350 for holiday decorations in December. This is an unbudgeted, operating expense and will be billed to Community

Entertainment. This will be forwarded to the Finance Committee and GRF BOD for final approval.

- b. The Committee approved Staff's recommendation to replace the doors on the west side of Clubhouse 4. This project will be done in-house.
- c. The Committee accepted Staff's recommendation to replace the glass cases in the foyer of Clubhouse 4 and replace the same decorative veneer stone for the back wall of the dais. This will be forwarded to the Physical Properties Committee to allow Staff to present a bid package to the Committee at a future meeting.
- d. The Tree-Approval Sub Committee was approved with the following members: S. Hopewell, J. Reed and L. Stone. This committee will select the plants for the placement at the Astrolabe/Sun Dial, along with the water feature for the area.
- e. It was the consensus of the Committee to direct Staff to forward recommended changes of the logo to the graphic artist, Trevor Ali, for modification. This will be brought back to the Committee at a future meeting.
- f. The Facilities Manager provided an update on the selection of a contractor for the Main Gate landscape. He will provide a proposal for the Committee's review at a future meeting.

6. **Publications Committee:**

- a. The Publications Manager updated the Committee on the Profiles Magazine due to be distributed in October. The Manager will obtain quotes for 30 hardcover copies of the Magazine to be distributed to the Shareholders/Members that are profiled in the publication. In addition, a copy will be put onto the LW Library.
- b. The Committee voted to accept the use of "clings" advertisement on our buses after the Publications Manager writes a policy to address this issue. This will be forwarded to the GRF BOD for final approval.
- c. The Committee approved the proposed 2017 newspaper advertising rate increase of 7%, which will result in approximately \$16,500 in additional annual revenue. This will be forwarded to the GRF BOD for final approval.
- d. The Committee discussed the Publication Manager's request to use digital advertising for the online GRF Newspaper, which will increase value and distribution. The consensus of the Committee is for further review and research.
- e. The Executive Director requested permission of the Committee to allow him to place on the next Board Meeting Agenda, a request to reverse the Board's decision to remove GRF Board minutes from the LW News.

7. **Recreation Committee:**

- a. The progress of the Clubhouse Three clean-up is proceeding on schedule.
- b. Rolling Thunder Gold Cart Club wishes to purchase a bench to be placed near Clubhouse Two.

- c. The Committee approved a request to re-carpet Clubhouse Three. The request will be forwarded to the Physical Properties and Finance Committees.
- d. The Committee approved putting up a third Pickle-ball net for one Sunday for the Committee to observe the games in progress to determine if there is sufficient room for the addition of the third court.
- e. The Committee discussed the pros and cons of implementing the Internet Cafe. The committee decided not to proceed with the concept at this time.
- f. The committee approved the purchase of 50 round tables in the amount of \$5,701.86 and forwarded this request to the Finance Committee to allocate the funds.
- g. The Committee approved the purchase of new Amphitheater Stage Risers from Stage Right in the amount of \$10,270.80. This request will be forwarded to the GRF BOD for final approval.
- h. The swimming pool furniture will be repaired during the winter shut down.
- i. The Executive Director made a request to replace two work stations in the Library from Talimar Systems Inc in an amount not to exceed \$5300 and to forward the request to the Finance Committee for funding.
- j. The Committee approved the purchase of three benches for the patio seating area near the Administration Conference Room B in the amount of \$2411 and forward this request to the Finance Committee for funding approval.
- k. The Committee was informed by the Recreation Manager that the Leisure World Amphitheater has no need to upgrade the Lighting and Sound equipment at this time.
- l. It was the consensus of the committee to not allow the CARE Ambulance staff to use the Gym and Table Tennis facilities.
- m. The Entertainment Sub-Committee Chair informed the Committee members of a preliminary agreement from Terry Hill and will have the entertainment program set for next year by the beginning of October.
- n. The Library Supervisor informed the Committee of a donation made to Leisure World Library by a shareholder in the amount of \$150.

Finance Committee:

- a. The Committee approved the Reserve Study as published on 9/6/2016.
- b. The Committee voted to accept the CheckFree Pay Application and Appointment Agreement for Payment Services and to recommend to the BOD to authorize the President to sign the Corporate Agent Verification Application and Appointment Agreement for Payment Services.
- c. The Committee approved reserve funding to accommodate existing conditions of Trust Streets and initiate the required replacements of them commencing 2017. This will be forwarded back to the Physical Properties Committee for final details.

- d. The Committee approved funding for the refurbishment of the Amphitheater restrooms in the amount not to exceed \$53,000. This item will be forwarded to the ARDC Committee for the color selections.
- e. The Committee approved the non-budgeted request for placement of a pedestrian gate not to exceed \$30,000. The item will be sent back to Physical Properties Committee to determine the exact location of the gate.
- f. The Committee approved landscaping at the Administration and Amphitheater buildings not to exceed \$4000. by Spectrum Care.
- g. The Committee approved to increase Reserve funding in the amount of \$16,345 for the replacement of wall dividers in the Main assembly area of Clubhouse 4.
- h. The Committee approved the purchase of 50 large round tables for Clubhouse 2 and 3 in the amount of \$5701.86 from Schoolsin.
- i. The Committee approved a two year contract with Magical Holiday Designs for the lease/purchase of holiday decorations at \$18,000 per year.
- j. The Committee approved the purchase of three benches from LeisureCreations for the patio area outside Conference Room B. The expense is not to exceed \$3000.
- k. The Committee approved to replace two work stations in the library from Talimar Systems in an amount not to exceed \$5300.
- l. The Committee approved the Director of Finance's recommendation to maintain financial ladder and use \$850,000 from maturing CDARs for the purchase of another 52 week CDAR at .45%
- m. It was the consensus of the Committee to direct staff to leave liquid assets in the amount of \$350,000 with BNY Mellon.

There will be a "Meet The Candidates" meeting on September 22, 2016 in Clubhouse Two. Candidates Ronde Winkler (Leisure World Resident) and Thomas Moore (College Park East Resident) will be present to answer questions. They are both running for a seat on the Seal Beach City Council.

Two Town Hall Meetings are planned on September 29, 2016 at 2:00 pm and 6:00 pm to discuss and inform Shareholders about the new Parking Policy. The meeting will take place in Clubhouse Four.

You are encouraged to attend Mutual One Board Meetings. The Board meets on the fourth Thursday of the month at 9:00 am in the Administration Conference Room "A".

Best regards,



Leah J. Perrotti

GRF Director, Mutual One



MUTUAL ADMINISTRATION COMMITTEE MEETING

SUMMARY REPORT

Tuesday, September 13, 2016

Action/Request	Person Responsible
1. OLD BUSINESS: 8.a. Policy 7501-Pet Ownership The Committee concurred to accept President Damoci's offer to revise Policy 7501-Pet Ownership	President Damoci
2. OLD BUSINESS: 8.c. Board of Directors Reference Guide Recommend to the GRF BOD acceptance of the Board of Directors Reference Guide	Recording Secretary will draft Board Action Request for the September GRF BOD agenda.
3. OLD BUSINESS: 8.e. Bereavement Work Book Recommend to the GRF BOD approval of the Bereavement Work Book for distribution to shareholder/members, with the amendments of removing "scooter" and changing "cart" to "car" on page 8, under topic #16, "Car, golf cart, scooter, RV and all vehicle disposal".	Recording Secretary will draft Board Action Request for the September GRF BOD agenda.
4. POLICIES: 10. a. Amend Policy 1201-33, Photo ID Cards Recommend to the GRF BOD the tentative amendment of Policy 1201-33, Photo ID Cards, to increase the cost of the first lost ID card from \$10 to \$20 and increase the cost of any subsequent lost ID card from \$15 to \$30.	Recording Secretary will draft Board Action Request for the September GRF BOD agenda.
5. POLICIES: 10.b. Amend Policy 5536.1-33, Gate Passes Recommend to the GRF BOD the tentative amendment of Policy 5536.1-33, Gate Passes, to establish a \$20 fee to replace a lost caregiver pass and a \$10 fee to replace a lost realtor's service pass; tentative amendment at the September GRF BOD meeting with final adoption in November.	Recording Secretary will draft a Board Action Request for the September GRF BOD agenda.

6. POLICIES: 10.c. Amend Policy 5061-31, Fees

Recommend to the GRF BOD the tentative amendment of Policy 5061-31, Fees to increase the Co-Occupant Setup Fee from \$50 to \$100, increase the Certificate Preparation Fee from \$150 to \$250, increase the Escrow Transfer Fee from \$350 to \$500 and establish a \$75 fee for Powers of Attorney and Court Orders and establish a fee of \$5 for additional maps requested.

Recording Secretary will draft a Board Action Request for the September GRF BOD agenda.



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Monday, September 12, 2016

Action/Request	Person Responsible
<p>1. Chair's Report Chair Lukoff shared his observations of the West side of Annandale Drive across from the carport five with the Committee members in regards to a lot of hatched areas against the sidewalk and the curb, uneven pavement, and damage to the area around the sewers.</p> <p>As the issue was brought to the Committee's attention, the Executive Director advised the Facilities Director to obtain the costs to repair the area because it represents a potential hazard.</p> <p>Chair Lukoff also urged everyone to pay attention to the surroundings, and make a note of or send an e-mail to their Mutual Director or Physical Property to address the pavement issues.</p>	Mark Weaver Randy Ankeny
<p>2. Approval of Minutes, Item 4A: The Minutes of August 8, 2016, were approved as presented, with one abstention (B. Lukoff)</p>	Barry Lukoff
<p>3. Old Business, Item 7A: Movement Study. St. Andrews Gate The Project Coordinator informed the Committee of sending the Request for Proposal (RFP) out over the next week, and presenting the bids to the Committee members for review at the next Physical Property Committee meeting.</p>	Mark Weaver David Rudge
<p>4. Old Business, Item 7B: Movement Study. CAMUTCD. Update The Facilities Director informed the Committee about being compliant to the specific area of the CAMUTCD requirements – a draft of the movement study that has been in place since 2013.</p> <p>The Project Coordinator also stated that the plan to go out to bid is in the process of being coordinated with Urban Crossroads, and will have correct information to obtain a clear number form the contractors, and to make sure that the values and the portion of the movement study for the CAMUTCD is accurate.</p>	Mark Weaver



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Monday, September 12, 2016

Action/Request	Person Responsible
<p>5. Old Business, Item 7C: Paving Project The Facilities Director stated that the presented 5-year paving project plan was put together based on the civil engineer's determination of the Leisure World streets conditions.</p> <p>Chair Lukoff shared with the Committee members his opinion on the appearance of the following streets: Northwood Rd., Fairfield Rd., Foxburg Rd., Prestwick Rd., McKinney Way, Sunningdale Rd., Shawnee Lane, and Cedar Crest Lane, and the amount of work that could be possibly done on them.</p> <p>After a brief discussion, Ms. Tran MOTIONED, seconded by Ms. Rapp –</p> <p>TO allocate \$600,000 toward year one of the paving project, and forward a request to the Finance Committee to approve funding for this project.</p> <p>The motion was carried unanimously by the Committee members present.</p>	Mark Weaver
<p>6. Old Business, Item 7D: Vehicle Charging After a brief discussion, it was the consensus of the Committee to remove this project from the Physical Property Committee agenda.</p>	Mark Weaver Barry Lukoff
<p>7. Old Business, Item 7E: Amphitheater Bathrooms The Committee reviewed a request for the refurbishment of all of the ten restrooms at the Amphitheater, and discussed the scope of work and cost estimate provided by the Service Maintenance Department.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Greer -</p> <p>TO have the Service Maintenance Department conduct the non-budgeted refurbishment of all of</p>	Mark Weaver



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Monday, September 12, 2016

Action/Request	Person Responsible
<p>the ten restrooms at the Amphitheater per the Facilities Manager's proposal in the approximate amount of \$50,350.00 and forward this request to the Finance Committee for possible funding, followed by forwarding it to the Board of Directors upon the approval by the Finance Committee.</p> <p>The motion was carried unanimously by the Committee members present.</p>	
<p>8. Old Business, Item 7F: Budget Figure for Pedestrian Gate off North Gate Road After a brief discussion, Ms. Greer MOTIONED, seconded by Ms. Rapp –</p> <p>TO forward this project to the Finance Committee to approve funding for this project.</p> <p>The motion was carried unanimously by the Committee members present.</p>	Mark Weaver Randy Ankeny
<p>9. Old Business, Item 7G: Additional Parking Clubhouse One The Facilities Director presented the layout of the proposed additional parking at Clubhouse One on the Northeast side of the Clubhouse at Golden Rain Rd.</p> <p>After a brief discussion, Ms. Greer MOTIONED, seconded by Ms. Rapp –</p> <p>TO postpone the discussion on this Item.</p> <p>The motion was carried unanimously by the Committee members present.</p>	Mark Weaver Barry Lukoff
<p>10. Old Business, Item 7H: Landscaping at Administration and Amphitheater The Committee members reviewed a request made by the Architectural Design Review Committee to install new landscaping at the Administration building and Amphitheater.</p>	Mark Weaver



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Monday, September 12, 2016

Action/Request	Person Responsible
<p>After a brief discussion, Ms. Tran MOTIONED, seconded by Ms. Rapp –</p> <p>TO choose Spectrum Care Landscaping to perform the landscaping work at the Administration building and Amphitheater in the amount of \$2,840 plus a contingency of \$500 for a total of \$3,340 and send a request to the Finance Committee to approve funding for this project.</p> <p>The motion was carried unanimously by the Committee members present.</p>	
<p>11. New Business, Item 8A: Contractor Requirements</p> <p>After a brief discussion, it was the consensus of the Committee to propose a few revisions to the contractor's requirements, review this Item at the next Physical Property meeting, and forward it to the President's Council to accept.</p>	<p>Randy Ankeny Mark Weaver Katya Lukina</p>
<p>12. New Business, Item 8B: Additional Concrete at Clubhouse Three</p> <p>The Facilities Director presented to the Committee members the proposed concrete addition to Clubhouse Three.</p> <p>After a brief discussion, it was the consensus of the Committee to postpone the discussion on this Item, and resume it at a later date.</p>	<p>Mark Weaver Barry Lukoff</p>
<p>13. New Business, Item 8C: Clubhouse One Golf Cart Parking</p> <p>After a brief discussion, it was the consensus of the Committee for everyone to take a physical look at the Clubhouse One golf cart parking area, and address this project at the next Physical Property Committee meeting.</p>	<p>Mark Weaver Katya Lukina</p>
<p>14. New Business, Item 8D: SCE Easement Request</p> <p>After a brief discussion, Ms. Greer MOTIONED, seconded by Ms. Rapp –</p> <p>TO accept SCE easement request and forward it</p>	<p>Mark Weaver Randy Ankeny</p>



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Monday, September 12, 2016

Action/Request	Person Responsible
<p>to the Board of Directors for approval.</p> <p>The motion was carried unanimously by the Committee members present.</p>	
<p>15. New Business, Item 8E: Clubhouse Four Reserve Items</p> <p>The Facilities Director presented the Physical Property Action Request on Clubhouse Four interior refurbishment that includes the replacement of the wall divider coverings, drapery, carpet at the Dais, and painting.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Mr. Stone –</p> <p>TO choose Huff-Cor to replace the wall divider coverings in Clubhouse Four starting the second week of January, 2017, in the amount of \$16,345.00, and forward it to Finance Committee for approval.</p> <p>The motion was carried unanimously by the Committee members present.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Tran –</p> <p>TO choose Golden State Flooring to replace the carpet in Clubhouse Four starting the second week of January, 2017, in the amount of \$7,945, and forward it to the Board of Directors for approval.</p> <p>The motion was carried unanimously by the Committee members present.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Tran –</p> <p>TO choose Hutton Painting to prepare and paint interior of Clubhouse Four as specified, within an</p>	<p>Mark Weaver</p>



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Monday, September 12, 2016

Action/Request	Person Responsible
<p>approximate time period of ten business days, in the amount of \$22,500.00, and forward it to the Board of Directors for approval.</p> <p>The motion was carried unanimously by the Committee members present.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Tran –</p> <p>TO choose S&K to replace the drapery at the Dais at Clubhouse Four starting the second week of January, 2017, in the amount of \$9,221.00, and forward it to the Board of Directors for approval.</p> <p>The motion was carried unanimously by the Committee members present.</p>	
<p>16. Old Business, Item 8F: Amphitheater Parking Lot, North Wall</p> <p>The Facilities Director presented to the Committee members the proposed removal of the resident parking signs on the wall and pavement, and stated that the project could be handled in-house.</p> <p>After a brief discussion, it was the consensus of the Committee to discuss this project at the next Physical Property Committee meeting.</p>	<p>Mark Weaver Katya Lukina</p>
<p>17. Old Business, Item 8G: Close-off Golf Cart Traffic at Alley</p> <p>After a brief discussion, it was the consensus of the Committee to move forward with this project.</p>	<p>Barry Lukoff</p>
<p>18. Old Business, Item 8H: Chain Area Around Post Office</p> <p>The Executive Director stated that the Committee would be required to look at the lease agreement with the Postmaster prior to making any modifications to the chain area around the post office.</p>	<p>Randy Ankeny Barry Lukoff</p>



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Monday, September 12, 2016

Action/ Request	Person Responsible
<p>After a brief discussion, it was the consensus of the Committee to review this project at the next Physical Property meeting.</p>	
<p>19. Old Business, Item 8I: Building Five New Concrete on South Entry The Facilities Director presented to the Committee members the pictures of an existing and proposed concrete area by Building Five. The Committee also discussed a possible removal of the trees to gain more parking spaces by the Café area, and bringing in the engineer to take a look at Building Five proposed concrete area on South entry.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Greer –</p> <p>TO invite a traffic engineer to take a look at the possible increased parking at Building Five and Clubhouse Six, and present a revised proposal at an upcoming Physical Property Committee meeting.</p> <p>The motion was carried unanimously by the Committee members present.</p>	<p>Mark Weaver David Rudge</p>
<p>20. Shareholders/ Members Comments Twelve shareholders/members spoke on various items pertaining to the Committee's area of purview.</p>	
<p>21. Adjournment – 3:22 p.m.</p>	



SPECIAL SECURITY, BUS & TRAFFIC COMMITTEE

**SUMMARY REPORT
Monday, September 19, 2016**

Action/Request	Person Responsible
<p>1. Old Business, Item 7A: Review of Mini-Motorhome</p> <p>It is the consensus of the Committee to address this issue after Policy 1927-37 is approved by the Board. The Committee will revisit the request of Mrs. Elizabeth Cvikel, Mutual 9, Unit 218-B at a future meeting.</p>	<p>Jaime Guerrero</p>
<p>2. Policies, Item 9B: Adopt Policy 1927-37, Parking Rules for Trust Property*</p> <p>Mr. Pratt MOTIONED, seconded by Mr. McGuigan –</p> <p>TO approve Policy 1927-37, Parking Rules for Trust Property and forward to the Board to adopt.</p> <p>Motioned unanimously carried by Committee members present.</p>	<p>Jaime Guerrero Laura Whitlock Deanna Bennett</p>
<p>3. None Agenda Item: Policy 1927.1-37, Fees (Fines) for Parking Rules Violations on Trust Property</p> <p>After review of Policy 1927.1-37, Fees (Fines) for Parking Rules Violations on Trust Property, it is the consensus of the Committee to forward to the Board to adopt.</p>	<p>Jaime Guerrero Laura Whitlock Deanna Bennett</p>
<p>4. Policies, Item 9C: Adopt Policy 1927.2-37, Parking Rules for Trust Property, Parking Rules Violation Panel (PRV)</p> <p>Mr. Pratt MOTIONED, seconded by Mr. Stone –</p> <p>TO approve Policy 1927.2-37, Parking Rules for Trust Property, Parking Rules Violation Panel (PRV) with the following addition: "Schedule of the Parking Rules Violation Panel (PRV) will begin when the new Board is seated.</p> <p>Motioned unanimously carried by Committee members present.</p>	<p>Jaime Guerrero Laura Whitlock Deanna Bennett</p>



SPECIAL SECURITY, BUS & TRAFFIC COMMITTEE

Action/Request	Person Responsible
<p>5. Policies, Item 9A: Adopt Policy 3050-37, Security Functions*</p> <p>Mr. Pratt MOTIONED, seconded by Mr. McGuigan –</p> <p>TO approve Policy 1927-37, Parking Rules for Trust Property and forward to the Board to adopt, with the following changes: 1) Include Mutual Twelve; 2) Eliminate Item #6; 3) Add the new line item, "Assist residents to gain access to their unit when locked out. Security Department will verify identification to ensure entry into the unit is appropriate" and 4) Change word "quest" to "guest" in item #11.</p> <p>Motioned unanimously carried by Committee members present.</p>	<p>Jaime Guerrero Laura Whitlock Deanna Bennett</p>
<p>6. Policies, Item 9E.i: Rescind Policy 1909-37 – Restricted Speed Zones of 10 miles per hour</p> <p>Mr. Pratt MOTIONED, seconded by Mr. McGuigan –</p> <p>TO rescind Policy 1909-37, Restricted Speed Zones of 10 Miles per hour and forward to the Board.</p> <p>Motion unanimously carried by Committee members present.</p>	<p>Jaime Guerrero Laura Whitlock Deanna Bennett</p>
<p>7. Policies, Item 9E.ii: Rescind Policy 1909.1-37 – Restricted Speed Zones of 15 miles per hour</p> <p>Mr. Stone MOTIONED, seconded by Mr. McGuigan –</p> <p>TO rescind Policy 1909.1-37, Restricted Speed Zones of 15 Miles per hour and forward to the Board.</p> <p>Motion unanimously carried by Committee members present.</p>	<p>Jaime Guerrero Laura Whitlock Deanna Bennett</p>
<p>8. Policies, Item 9E.iii: Rescind Policy 1909.2-37 – Restricted Speed Zones of 20 miles per hour.</p> <p>Mr. McGuigan MOTIONED, seconded by Mr. Stone –</p> <p>TO rescind Policy 1909.2-37, Restricted Speed Zones of 20 Miles per hour and forward to the Board.</p> <p>Motion unanimously carried by Committee members present.</p>	<p>Jaime Guerrero Laura Whitlock Deanna Bennett</p>

* Updated: 9/19/2016 3:05:00 PM



FINANCE COMMITTEE

SUMMARY REPORT

Tuesday, September 20, 2016

Action/Request	Person Responsible
<p>1. Financials, Item 7A</p> <p>Ms. Stone MOTIONED, seconded by Ms. Hopewell –</p> <p>TO approve the Financial Statements for August 2016, as presented by the Director of Finance.</p> <p>Motion unanimously carried by Committee members present.</p>	Carolyn Miller
<p>2. Old Business, Item 8A – Approval of Reserve Study</p> <p>Ms. Hopewell MOTIONED, seconded by Mrs. Tran –</p> <p>TO accept the approval of the Reserve Study as published on September 6, 2016.</p> <p>Motion unanimously carried by Committee members present.</p>	Randy Ankeny
<p>3. New Business, Item 9A – CheckFree Pay Corporation</p> <p>Ms. Stone MOTIONED, seconded by Ms. Hopewell –</p> <p>TO accept the CheckFree Pay Application and Appointment Agreement for Payment Services and to recommend to the Board to authorize the President to sign the Corporate Agent Verification Application and Appointment Agreement for Payment Services.</p> <p>Motion unanimously carried by Committee members present.</p>	Carolyn Miller Deanna Bennett
<p>4. New Business, Item 9B – Paving Project, Year One</p> <p>Mrs. Tran MOTIONED, seconded by Ms. Stone –</p> <p>TO approve reserve funding to accommodate existing conditions of Trust Streets and initiate the required replacements of them, commencing 2017. Forwarding back to the Physical Property Committee for final details.</p> <p>Motion unanimously carried by Committee members present.</p> <p>(Mark Weaver joined meeting at 10:38 a.m.)</p>	Mark Weaver Barry Lukoff



FINANCE COMMITTEE

SUMMARY REPORT

Tuesday, September 20, 2016

Action/Request	Person Responsible
<p>5. New Business, Item 9C – Refurbishment of Amphitheater Restrooms</p> <p>Ms. Snowden MOTIONED, seconded by Ms. Stone –</p> <p>TO approve funding for this non-budgeted request for the refurbishment of the Amphitheater restrooms in an amount not to exceed \$53,000.00. Materials will be charged to Cost Center 45. This item is to be forwarded to the Architectural Design & Review Committee for the color selection of the restrooms partitions.</p> <p>Motion unanimously carried by Committee members present.</p>	<p>Mark Weaver Susan Hopewell</p>
<p>6. New Business, Item 9D – Pedestrian Gate at Northwood Road</p> <p>Ms. Snowden MOTIONED, seconded by Ms. Hopewell –</p> <p>TO approve the non-budgeted request for the placement of a pedestrian gate, not to exceed \$30,000 from Capital Funding. Item to be returned back to the Physical Property Committee to determine the exact location for this pedestrian gate.</p> <p>Motion unanimously carried by Committee members present.</p>	<p>Mark Weaver Barry Lukoff</p>
<p>7. New Business, Item 9E – Landscaping at Administration and Amphitheater</p> <p>Ms. Stone MOTIONED, seconded by Ms. Hopewell –</p> <p>TO approve a non-budgeted request, not to exceed \$4,000.00, for the installation of new landscaping at the Administration Building and Amphitheater areas, by Spectrum Care Landscaping. Funding to be charged to Cost Center 79, Operating Budget.</p> <p>Motion unanimously carried by Committee members present.</p>	<p>Mark Weaver</p>
<p>8. New Business, Item 9F – Wall Dividers, Clubhouse 4</p> <p>Ms. Stone MOTIONED, seconded by Ms. Hopewell –</p>	<p>Mark Weaver</p>



FINANCE COMMITTEE

SUMMARY REPORT

Tuesday, September 20, 2016

Action/Request	Person Responsible
<p>TO approve increase Reserve funding in the amount of \$16,345 for ID Asset 0904 for the replacement of the wall dividers in the Main Assembly area of Clubhouse 4.</p>	
<p>9. New Business, Item 9G – Round Table Replacement for Clubhouses 3 and 4</p> <p>Mr. Lukoff MOTIONED, seconded by Ms. Snowden –</p> <p>TO approve non-budgeted expense in the amount of \$5,701.86, through GL 6410020-52 and 6410020-53, Equipment Expense, for the purchase of 50 large round tables (60”) for Clubhouses 2 and 3 from vendor, Schoolsin.</p> <p>Motion unanimously carried by Committee members present.</p>	Terry De Leon
<p>10. New Business, Item 9H – Holiday Decorations</p> <p>Ms. Stone MOTIONED, seconded by Ms. Hopewell –</p> <p>TO approve non-budgeted expense for a the two-year contract with Magical Holiday Designs for the lease and purchase of holiday decorations at \$18,000 per year with a one-time charge of \$350.00 for the purchase of a storage box, totaling \$36,350.00. Expense will be funded through GL 6481500-40, Community Entertainment.</p> <p>Motion carried with one abstention. (Ms. Snowden)</p>	Tommy Fileto
<p>11. New Business, Item 9I – Benches for Clubhouse 5</p> <p>Ms. Snowden MOTIONED, seconded by Mrs. Tran –</p> <p>TO approve non-budgeted expense not to exceed \$3,000.00 for the purchase of three benches from Leisurecreations for the patio area outside of Conference Room B at Clubhouse 5. Cost for benches to be funded though GL 6410020-55, Equipment Expense.</p> <p>Motion unanimously carried by Committee members present.</p>	Terry De Leon



FINANCE COMMITTEE

SUMMARY REPORT

Tuesday, September 20, 2016

Action/Request	Person Responsible
<p>12. New Business, Item 9J – Replacement of Workstations for Library staff</p> <p>Mr. Lukoff MOTIONED, seconded by Ms. Hopewell –</p> <p>TO approve non-budgeted funding from Cost Center 35 for the replacement of two staff workstations at the Library from Talimar Systems Inc. in an amount not to exceed \$5,300.00.</p> <p>Motion unanimously carried by Committee members present.</p>	Terry De Leon
<p>13. Staff Request – Investment Recommendations</p> <p>Ms. Snowden MOTIONED, seconded by Ms. Stone –</p> <p>TO approve Director of Finance's recommendation to maintain financial ladder and use \$850,000 from maturing CDARs for the purchase of another 52-week CDAR at .45%.</p> <p>Motion unanimously carried by Committee members present.</p>	Carolyn Miller
<p>14. Staff Request – Liquidity</p> <p>It is the consensus of the Committee to direct staff to leave liquid assets in the amount of \$350,000 with BNY Mellon.</p>	Carolyn Miller



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
<p>1. Correspondence, Item 6A: The Use of Golf Course by Non-residents The Chair mentioned several pieces of correspondence received on the golf course use by non-residents, and stated that this subject will not be discussed nor any decisions will be made on this matter by the Committee.</p>	Perry Moore
<p>2. Correspondence, Item 6B: Saturday Night Dances The Chair mentioned several pieces of correspondence on Saturday night dances along with the Saturday night dances petition, signed by 126 Leisure World residents. He stated that the occurrence of Saturday night dances will not change, and will continue taking place on a weekly basis.</p>	Perry Moore
<p>3. Correspondence, Item 6C: Clubhouse Three Lobby Cleanup The Chair mentioned several pieces of correspondence from the concerned shareholders on Clubhouse Three cleanup, and the relocation of the church's organ and piano.</p> <p>The Committee further discussed this subject under Old Business, Clubhouse Three cleanup. Update.</p>	Terry DeLeon
<p>4. Correspondence, Item 6D: Letter from Louise Hering. Linda Herman Performance The Chair read a letter from the Mutual Eleven resident, Louise Hering, giving a positive feedback on Linda Herman performances in Leisure World.</p>	Perry Moore
<p>5. Correspondence, Item 6E: Letter from Tom Davis. Bench Purchase for Clubhouse Two The Chair and the Committee discussed a piece of correspondence on a bench purchase for Clubhouse Two along with its possible placement location.</p>	Terry DeLeon



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
<p>The Committee came to the agreement of postponing this request until after the redevelopment of the area around Clubhouse Two is complete, and review this topic at a later time.</p> <p>The Chair also advised the Recreation Manager to reach out to the shareholder to obtain more information on the type of the bench, and send a "thank you" letter along with the Committee's decision on this request.</p>	
<p>6. Correspondence, Item 6F: Letter from LW Resident. Karaoke Amphitheater Show The Chair read the appreciation letter from the Leisure World residents, and thanked the Recreation Manager along with the Recreation Supervisor for their active involvement in the shareholders' entertainment activities.</p>	<p>Perry Moore Terry DeLeon Tommy Fileto</p>
<p>7. Correspondence, Item 6G: Letter from Joseph Valentinetti. Clubhouse Three Re-carpeting The Committee reviewed a piece of correspondence regarding the Clubhouse Three re-carpeting, and decided to move forward with the shareholder's request.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Mr. Pratt –</p> <p>TO approve the Clubhouse Three re-carpeting request, forward it to the Physical Property Committee for approval, and to the Finance Committee as follows.</p> <p>The motion was carried unanimously by the Committee members present.</p>	<p>Randy Ankeny Perry Moore</p>



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
<p>8. Correspondence, Item 6H: Letter from Mutual One Resident. Olympics Closing Ceremony at Clubhouse One The Chair read to the Committee members Mutual One resident's letter regarding the issues on broadcasting the Olympic Games closing ceremony.</p> <p>After a brief discussion, the Recreation Manager was directed by the Chair to take charge of educating Leisure World custodians on how to operate the equipment at the Clubhouses to better meet shareholders' needs.</p>	Perry Moore Terry DeLeon
<p>9. Correspondence, Item 6I: Leisure World Library The Chair read to the Committee two letters of appreciation on the library's operation, and helpfulness of the Library Supervisor.</p>	Perry Moore Vanessa Morris
<p>10. Correspondence, Item 6J: Third Pickleball Net After a discussion, Mr. Moore MOTIONED, seconded by Ms. Perrotti –</p> <p>TO put up a third net at a pickleball court for the period of one weekend, followed by the consensus of the majority of the Committee members.</p> <p>The motion was carried unanimously by the Committee members present with one abstention (J. Reed).</p>	Randy Ankeny Perry Moore Terry DeLeon
<p>11. Old Business, Item 7A: Internet Café Concept The Committee members discussed the pros and cons of implementing the Internet Café concept idea.</p>	Randy Ankeny Vanessa Morris



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
<p>After a brief discussion, Ms. Reed MOTIONED, seconded by Ms. Perrotti –</p> <p>TO not move forward with the Internet Café concept.</p> <p>The motion was carried unanimously by the Committee members present.</p>	
<p>12. Old Business, Item 7B: Clubhouse Three Lobby Clean-up. Update</p> <p>The Recreation Manager provided the Committee with an update on the Clubhouse Three cleanup status. He also stated that the organs and the piano may remain in the corner of the lobby area as those are the valuable part of the community, and the rest of the items could be covered with a screen divider.</p>	Terry DeLeon Randy Ankeny
<p>13. Old Business, Item 7C: Golf Course (Consultant)</p> <p>The Recreation Manager informed the Committee members that there is no update on this subject at this time.</p>	Terry DeLeon
<p>14. New Business, Item 8B: Round Table Replacement for Clubhouse Two and Three</p> <p>The Recreation Manager presented to the Committee members the request to approve the purchase of 50 round tables for the Clubhouse Three and Clubhouse Two, and have the Finance Committee review the budget to fund the purchase.</p> <p>After a brief discussion, Ms. Perrotti MOTIONED, seconded by Ms. Rapp –</p> <p>TO approve the purchase of 50 round tables from SchoolsIn in the amount of \$5,701.86, and forward</p>	Terry DeLeon



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
<p>it to the Finance Committee to allocate funds for this purchase.</p> <p>The motion was carried unanimously by the Committee members present.</p>	
<p>15. New Business, Item 8C: Amphitheater Stage Riser Replacement</p> <p>The Recreation Manager presented to the Committee members the request to approve the purchase of new Amphitheater Stage Risers from Stage Right, funded by the capital portion of the 2016 budget, and send it to the Board of Directors for final approval.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Perrotti –</p> <p>TO approve the purchase of new Amphitheater Stage Risers from Stage Right in the amount of \$10,270.80 from the capital portion of the 2016 budget, and forward this item to the Board of Directors for final approval.</p> <p>The motion was carried unanimously by the Committee members present.</p>	Terry DeLeon
<p>16. New Business, Item 8D: Pool Furniture Refinishing</p> <p>The Recreation Manager notified the Committee of the swimming pool furniture condition, and stated that it will be re-strapped and re-finished, the funds for which will come from the operating budget.</p>	Terry DeLeon
<p>17. New Business, Item 8E: Library Work Stations</p> <p>The Executive Director presented to the Committee the request to replace two work stations at the library by Talimar Systems Inc., and forward this</p>	Randy Ankeny Vanessa Morris



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
<p>item to the Finance Committee for Non-budgeted or Capital funding.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Perrotti –</p> <p>TO approve the replacement of two work stations at the library per the proposal dated 8-24-2016, by Talimar Systems, Inc., in the amount not to exceed \$5,300 and forward it to the Finance Committee for Non-budgeted or Capital funding approval.</p> <p>The motion was carried unanimously by the Committee members present.</p>	
<p>18. New Business, Item 8F: Patio Seating, Conference Room B</p> <p>After a brief discussion, Ms. Reed MOTIONED, seconded by Ms. Perrotti –</p> <p>TO approve the purchase of three benches for the patio seating area near Administration Conference Room B in the amount of \$2,411.00 and forward this item to the Finance Committee for funding approval.</p> <p>The motion was carried unanimously by the Committee members present.</p>	<p>Randy Ankeny Terry DeLeon</p>
<p>19. New Business, Item 8G: Lighting and Sound Board at the Amphitheater</p> <p>The Recreation Manager informed the Committee that the Leisure World Amphitheater has no need in upgrading the Lighting and Sound equipment. Some of the performers' special requests could be accommodated by renting the equipment to improve the quality of the sound or by using the performers' own sound system equipment.</p>	<p>Terry DeLeon Randy Ankeny</p>



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
<p>20. New Business, Item 8H: The Use of the Gym and Table Tennis Facilities by the CARE Ambulance Staff During Non-Peak Hours After a brief discussion, it was the consensus of the Committee to not allow the CARE Ambulance staff use the gym and Table Tennis facilities.</p>	Randy Ankeny Perry Moore
<p>21. Sub-Committee Reports, Item 10A: Entertainment Sub-Committee The Entertainment Sub-Committee Chair informed the Committee members of a preliminary agreement from Terry Hill, and have the entertainment program set for the next year by the beginning of October.</p>	Kathy Rapp
<p>22. Sub-Committee Reports, Item 10B: Golf Course Sub-Committee There were no updates made on the Golf Course Sub-Committee at the time of the meeting.</p>	Perry Moore
<p>23. Sub-Committee Reports, Item 10C: Swimming Pool Sub-Committee The Swimming Pool Sub-Committee Chair had no updates to present to the Committee members at the time of the meeting.</p>	Kathy Rapp
<p>24. Staff Reports, Item 11C: Library OPS Supervisor The Library Supervisor informed the Committee of the donation made to the Leisure World library by a shareholder in the amount of \$150.00.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Reed –</p> <p>TO accept the donation made to the Leisure World library in the amount of \$150.00</p> <p>The motion was carried unanimously by the Committee members present.</p>	Perry Moore Vanessa Morris



RECREATION COMMITTEE

SUMMARY REPORT

Wednesday, September 14, 2016

Action/Request	Person Responsible
25. President's Comments The President informed the Committee about the upcoming meeting with the members of the City Council running for the District seat – Randy Winkler and Thomas Moore, and the Ticketing Policy meeting to take place on September 29 th at 2:00 p.m. and 6:00 p.m. as follows.	Carole Damoci
26. Shareholders/ Members Comments Three shareholders/members spoke on various items pertaining to the Committee's area of purview.	
27. Adjournment – 3:21 p.m.	

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Why not add quality of life to your years?



Come find opportunities to enhance your quality of life at
The Life Options Expo

Presented by
The Golden Rain Foundation, Leisure World, Seal Beach

Saturday, October 8, 2016
10:00 a.m.-2:00 p.m.

The community-based expo will provide residents of Leisure World, Seal Beach, with an opportunity to learn about options that are available to enhance your quality of life. Come meet and speak with participating businesses and agencies who operate Assisted Living Facilities, Board and Care Operators, Home Care Agencies, Placement Specialists, Elder Care Agencies and County Organizations.

For information about **The Life Options Expo**,
please contact Cynthia Tostado, MSW at
562-431-6586 x317



"You can't have a better tomorrow if you are thinking of yesterday all the time" — Charles F. Kettering

SAVE the DATE

12:00 p.m. to 4:30 p.m.
Clubhouse 4



Training Seminar

Featured Speakers & Topics



Matt Ober, ESQ

Dealing with Difficult People



Steven Roseman, ESQ

Evictions
and the
Occupancy Agreement

SIGN-IN SHEET

BOARD OF DIRECTORS MEETING

MUTUAL NO. ONE

DATE: SEPTEMBER 22, 2016

	SHAREHOLDER/GUEST NAME
1.	Susan O'Brien
2.	Bill O'Brien
3.	Jim Trears
4.	Jean Flannigan
5.	Margaret Bash
6.	Irene Strobel
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