

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
April 26, 2018**

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, April 26, 2018, 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, Chief Financial Officer Schweitzer, and Directors Barreras, Collazo, Gambol, and Singer

Absent: Director Holzer

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

Guests: Twelve Mutual One shareholders

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Wyngaarden, Building Inspector
Ms. Pellegrini, Recording Secretary

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

MINUTES

The Minutes of the March 22, 2018, meeting were approved by general consent of the Board as presented.

EMERGENCY AGENDA ITEMS

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

RESOLVED, To amend today's Agenda of April 26, 2018, by adding Bylaws Amendment to New Business Item M.

The MOTION passed.

BUILDING INSPECTOR'S REPORT

Inspector Wyngaarden presented the activity report (attached).

Following questions, Inspector Wyngaarden left the meeting at 11:17 a.m.

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

BUILDING INSPECTOR'S REPORT (continued)

RESOLVED, To approve the A-1 Total Plumbing sewer contract for the remaining 69 buildings, as it was presented, at a cost of \$32,643.18 per building, with 20% contingency, and authorize the President to sign the contract.

The MOTION passed.

GRF REPRESENTATIVE'S REPORT

GRF Representative Perrotti discussed various GRF activities.

GRF Representative Stone discussed various GRF activities.

UNFINISHED BUSINESS

Following a discussion, and upon a MOTION duly made by Director Collazo and seconded by Vice President Tous, it was

RESOLVED, To approve to place cameras in the Mutual One Laundry Rooms, at a cost not to exceed \$9,000, and to authorize the President to sign the contract.

The MOTION passed with seven "yes" votes and one "no" votes.

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

RESOLVED, To ratify the amended/posted Policy 7557.07 – Caregivers.

The MOTION passed.

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

RESOLVED, To ratify the rescinded/posted Policy 7431 – Service Maintenance Requests and ratify the adopted/posted Policy 7431.01 – Service Maintenance Requests.

The MOTION passed.

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

UNFINISHED BUSINESS (continued)

RESOLVED, To ratify the amended/posted Policy 7510.01 –
Eligibility Requirements.

The MOTION passed.

NEW BUSINESS

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

RESOLVED, To accept, with regret, the resignation of
Director Fred Holzer, as of March 22, 2018.

The MOTION passed.

President Luther-Stark asked for nominations for the appointment of a new Mutual One Director for the remaining 2017 – 2018 term of office. Director Singer nominated Denny Klaprod and Director Gambol nominated Jill Brennan. Upon a MOTION duly made by President Luther-Stark and seconded by Vice President Tous, it was

RESOLVED, To nominate, Denny Klaprod or Jill Brennan to
the Mutual One Board of Directors, for the remaining 2017 –
2018 term of office.

The MOTION passed.

Following a secret ballot, the Board deadlocked appointing a new Mutual One Director.

Following further discussion, and upon a MOTION duly made by Director Gambol, the motion failed for lack of second.

Following further discussion, and upon a MOTION duly made by Director Gambol and seconded by Vice President Tous, it was

RESOLVED, To suspend this voting.

The MOTION passed.

President Luther-Stark provided the Directors with an update on the Jim's Gate Project.

Following further discussion, and upon a MOTION duly made by President Luther-Stark and seconded by Secretary St. Aubin, it was

NEW BUSINESS (continued)

RESOLVED, To approve to pay fifty percent (50%) at a cost not to exceed \$10,000, of the total cost toward the completion of the Jim's Gate remodeling project by M.J. Jurado, and at completion of the project, Golden Rain Foundation will take full responsibility.

The MOTION passed with six "yes" votes and two "no" votes.

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

RESOLVED, To return the \$1,000 check submitted to Mutual One by the Shareholder.

The MOTION passed.

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

RESOLVED, To approve the proposal from Fenn for the Gopher Contract, at the cost not to exceed \$625 a month, and to authorize the President to sign the contract on a month to month basis.

The MOTION passed with seven "yes" votes and one "no" votes.

Per the Mutuals' Bylaws Article IV, Section 7, Susan Mitchell Unit 16-H, shareholder of Mutual One, intend to vote cumulatively for the election of Directors for the 2018-2019 term of office.

In accordance with Policy 7210.01 – Annual Elections, the Mutual One Board of Directors has appointed the following shareholders as observers of the 2018 – 2019 Annual Election:

1. Lorraine Blankens, Unit 12-A
2. Mary Carlson, Unit 37-E
3. William O'Brien, Unit 60-F

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

RESOLVED, To take no action on appointment of nominating committee for the election term of 2018 – 2019.

NEW BUSINESS (continued)

The MOTION passed.

Following a discussion regarding dissatisfaction letter to BrightView, Secretary St. Aubin will set up a meeting with BrightView to discuss the issues.

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

RESOLVED, To appoint Kathy Almeida as the Mutual One Emergency Council representative.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Gambol and seconded by Vice President Tous, it was

RESOLVED, To authorize GRF to negotiate a mutually beneficial bulk cable service agreement.

The MOTION failed with the Board deadlocked four to four.

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

RESOLVED, To approve the drafted Bylaw Amendments submitted by the Mutual Attorney, Wolf, Rifkin, Shapiro, Schulman & Rabkin, LLP, and to have this Bylaw Amendment included in the Mutual One 2018 Election Packet.

The MOTION passed with seven "yes" votes and one abstention.

SECRETARY / CORRESPONDENCE

Secretary St. Aubin received no correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Schweitzer presented his report (attached).

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

RESOLVED, To approve the transfer of \$500,000 from Operating Funds to Infrastructure Reserves.

CHIEF FINANCIAL OFFICER'S REPORT (continued)

The MOTION passed.

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

RESOLVED, To accept the 2017 GRF excess income distribution of \$16,365, and to deposit the funds into the Operating Fund.

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Ms. Hopkins presented her report (attached).

ANNOUNCEMENTS

Director Singer stated the Town Hall meeting will take place on April 29, 2018, in Clubhouse One at 6:00 p.m.

COMMITTEE REPORTS

President Report

President Luther-Stark presented her report (attached).

Physical Property Report

Director Barreras had no report.

DIRECTORS' COMMENTS

No Director comments were made.

SHAREHOLDER(S)' COMMENTS

Several shareholders made comments.

ADJOURNMENT

There being no further business to conduct, President Luther-Stark adjourned the meeting at 11:30 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
jp:04/26/18
Attachments

**NEXT REGULAR BOARD MEETING: May 24, 2018, at 9:00 a.m.
Administration Building Conference Room A**

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING April 26, 2018**

04/26/18 RESOLVED, To amend today's Agenda of April 26, 2018, by adding Bylaws Amendment to New Business Item M.

RESOLVED, To approve the A-1 Total Plumbing sewer contract for the remaining 69 buildings, as it was presented, at a cost of \$32,643.18 per building, with 20% contingency, and authorize the President to sign the contract.

RESOLVED, To approve to place cameras in the Mutual One Laundry Rooms, at a cost not to exceed \$9,000, and to authorize the President to sign the contract.

RESOLVED, To ratify the amended/posted Policy 7557.07 – Caregivers.

RESOLVED, To ratify the rescinded/posted Policy 7431 – Service Maintenance Requests and ratify the adopted/posted Policy 7431.01 – Service Maintenance Requests.

RESOLVED, To ratify the amended/posted Policy 7510.01 – Eligibility Requirements.

RESOLVED, To accept, with regret, the resignation of Director Fred Holzer, as of March 22, 2018.

RESOLVED, To elect, Denny Klaprod or Jill Brennan to the Mutual One Board of Directors, for the remaining 2017 – 2018 term of office.

President Luther-Stark asked for nominations for the appointment of a new Mutual One Director for the remaining 2017 – 2018 term of office. Following a secret ballot, the Board deadlocked appointing a new Mutual One Director.

RESOLVED, To suspend this voting.

RESOLVED, To approve to pay fifty percent (50%) at a cost not to exceed \$10,000, of the total cost toward the completion of the Jim's Gate remodeling project by M.J. Jurado, and at completion of the project, Golden Rain Foundation will take full responsibility.

RESOLVED, To return the \$1,000 check submitted to Mutual One by the Shareholder.

RESOLVED, To approve the proposal from Fenn for the Gopher Contract, at the cost not to exceed \$625 a month, and to authorize the President to sign the contract on a month to month basis.

Per the Mutuals' Bylaws Article IV, Section 7, Susan Mitchell Unit 16-H, shareholder of Mutual One, intend to vote cumulatively for the election of Directors for the 2018-2019 term of office.

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3. William O'Brien, Unit 60-F

RESOLVED, To take no action on appointment of nominating committee for the election term of 2018 – 2019.

RESOLVED, To appoint Kathy Almeida as the Mutual One Emergency Council representative.

RESOLVED, To authorize GRF to negotiate a mutually beneficial bulk cable service agreement. The MOTION failed with the Board deadlocked four to four.

RESOLVED, To approve the drafted Bylaw Amendments submitted by the Mutual Attorney, Wolf, Rifkin, Shapiro, Schulman & Rabkin, LLP, and to have this Bylaw Amendment included in the Mutual One 2018 Election Packet.

RESOLVED, To approve the transfer of \$500,000 from Operating Funds to Infrastructure Reserves.

RESOLVED, To accept the 2017 GRF excess income distribution of \$16,365, and to deposit the funds into the Operating Fund.

1001 Seal Beach Mutual No. One Financial Statement Recap 03/31/2018

P.O. Box 2069
Seal Beach CA 90740

Mar Actual	Mar Budget		2018 Y-T-D Actual	2018 Y-T-D Budget
207,693	208,097	Carrying Charges	624,293	624,291
90,417	90,417	Reserve Funding	271,250	271,251
298,109	298,514	Total Regular Assessments	895,543	895,542
5,392	3,747	Service Income	14,881	11,241
3,012	1,739	Financial Income	8,849	5,217
8,509	3,022	Other Income	13,761	9,066
16,912	8,508	Total Other Income	37,491	25,524
315,022	307,022	Total Mutual Income	933,034	921,066
112,514	128,879	GRF Trust Maintenance Fee	370,272	386,637
24,489	22,618	Utilities	68,646	67,854
6,414	4,726	Professional Fees	11,440	14,178
0	34	Office Supplies	0	102
43,132	40,850	Outside Services	120,175	122,550
19,771	19,496	Taxes & Insurance	59,312	58,488
90,417	90,417	Contributions to Reserves	271,250	271,251
296,737	307,020	Total Expenses Before Off-Budget	901,094	921,060
18,285	2	Excess Inc/(Exp) Before Off-Budget	31,940	6
20,584	0	Depreciation Expense	61,623	0
(2,299)	2	Excess Inc/(Exp) After Off-Budget	(29,684)	6
		Restricted Reserves		
(4,717)	0	Appliance Reserve Equity	29,020	0
6,667	0	Painting Reserve	482,498	0
0	0	Contingency Operating Equity	343,258	0
4,167	0	Roofing Reserve	281,254	0
(4,764)	0	Emergency Reserve Equity	464,341	0
30,402	0	Infrastructure Reserve	2,228,357	0
31,754	0	Total Restricted Reserves	3,828,727	0

Mutual Administration Director's Report

April 2018



If an overabundance of personal belongings gets in the way of living your life comfortably, speak to your healthcare professional. It can be difficult to let go of personal items, but there is help!

You may also contact the Member Resources and Assistance Liaison, Cindy Tostado at (562) 431-6586, extension 317.

Collecting and keeping too many things in your Unit, or on your patio/porch, might present a clear and present danger of rodent and insect infestation, and even the possibility of creating a fire hazard within your Unit.

Please note: It is against the Law to place electronic waste, smoke detectors, batteries, paint cans, sharps, pesticides and herbicides, auto parts and light bulbs, including fluorescent light bulbs, in either the GREEN or the WHITE Waste Containers.

Large items:

Furniture, mattresses, tables, chairs and all other large items must be taken to the North-West corner of Seal Beach Leisure World.

DO NOT leave any large items around the waste bin areas.

An assessment per item may be brought against an individual Unit for leaving these items in or around the waster bin areas.

If you are not sure or have any questions regarding proper disposal of any items, please ask your Building Captain or Mutual Director for clarification.



GUIDE TO RECYCLING...

SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET (the waste collection agency serving Leisure World) has provided a S.O.R.T. (Saving Our Resources Together) Guide for the disposal of products from the home. Plastic bags CANNOT be recycled. Please be sure to place recyclables from plastic bags into WHITE bin and place plastic bags into the GREEN trash bin.



RECYCLABLES

GLASS

- Clear
- Brown
- Green
- Liquor
- Soft Drink
- Juice & Food Jars



METAL

- Aluminum Foil
- Aerosol Cans (Empty)
- Food Cans & Lids
- Wire Coat Hangers
- Soda & Juice Cans



PLASTIC

- Milk Jugs
- Soda, Juice & Water
- Soap Bottles
- Containers with Numbers 1-7



PAPER

- Newspaper
- Junk Mail & Magazines
- Envelopes & Paper
- Wrapping Paper (non-metallic)
- Cereal Boxes
- Egg Cartons
- Paper Shopping Bags
- Phone Books
- Cardboard Boxes (flattened)
- Juice Drink Boxes



IT'S AGAINST THE LAW...

To place these items into either the GREEN or the WHITE Regular Waste Containers:

- Electronic Waste*
- Smoke Detectors
- Household Batteries*
- Paint Cans & All Paint Products
- Sharps
- Pesticides & Herbicides
- Auto Products
- Fluorescent/Light Bulbs*



HOUSEHOLD HAZARDOUS WASTE

The law prohibits putting any hazardous liquids or hazardous waste materials in your regular waste containers. These waste items **MUST** be handled separately and taken to a **Hazardous Waste Collection Center**. Closest centers are: Rainbow Disposal, 714-847-3581 or the O.C. Integrated Waste Management Dept. 714-834-6752.



E-WASTE, HOUSEHOLD BATTERIES & LIGHTING

Instructions for proper disposing of the following items:

- E-Waste Service Maintenance Dept. 562-431-6586, x369
- Household Batteries Service Maintenance Dept. 562-431-6586, x369 or News Office
- Fluorescent/Light Bulbs Service Maintenance Dept. or Purchasing Office

LARGE ITEMS

Furniture, mattresses, water closets and other large items must be taken to the North-West corner of Leisure World. Travel North on Oak Hills Road, turn RIGHT into the Mini-Farm area. Please use the Resident Recycling Containers.

PLEASE NOTE: An assessment of \$30 per item will be brought against an individual or Mutual for leaving these items in or around bin areas. If you are not sure or have questions regarding proper disposal of these items, please ask your Building Captain or Mutual Director for clarification.



Mutual One- President's Report

April 26, 2018

Dear Shareholders, Directors and Staff this is an exciting time of the year. Spring to me is rebirth- so having our elections fits in perfectly. We have 10 candidates for 5 board positions.

New Buyer Orientations have kept me busy again. So far this year we held 7 in Jan, 5 Feb and 10 ea for Mar and Apr for a total of 32. We held 82 NBO's in 2017. At this pace we are on track to surpass last years' totals.

In January our Board requested to have our attorney amend our By-laws. The purpose was to eliminate: FHA language and reference to the mortgage. There have been changes in the law with regard to notices & meetings and to incorporate references to Davis Stirling Common Interest Development. The Amended By-laws have been completed. The ballot should reach you in May. Please read the Amended By-laws and approve these changes.

The sewer project for building #1 was a success. Making improvements are less costly than emergency repairs. Saving Mutual One some \$60,000 per building. We appreciate your patience as we make every effort to eliminate unnecessary disruptions to your life.

On the ballot will be an additional director seat, as our senior director, Fred Holzer, has tendered his resignation, due his health. I believe he served longer than anyone else in Mutual One History. He was elected back in 2004... He served on the Roofing Committee and every budget committee since. During a few terms he was CFO. I could depend on Fred for two reasons: One- He was a believer of following the rules. Two- He loves to read and I could depend on him to catch typos. He often shared with me that he never campaigned, but was elected every time he was a candidate. I personally will miss him. Fred, with regrets we accept your resignation, but I promise, if reelected, to make you proud. I Thank You for your service to your community.

This will be my last report, because next month I will be on vacation. I consider it a privilege to have served since 2014 as your President. We have approved many projects as we kept this mutual moving forward.

No regrets, just a sense of satisfaction.
Saundra Luther Stark

SIGN-IN SHEET

BOARD OF DIRECTORS MEETING MUTUAL NO. ONE DATE: April 26, 2018

	GUEST NAME
1.	John Durgin
2.	Sheila Singer
3.	Denny Klaprod
4.	Susan Mitchell
5.	Dan Weber
6.	Betty Scharf
7.	Elizabeth Hacke
8.	Kathy Almeida
9.	Lorraine Blankens
10.	Jill Brennan
11.	Dorothy Geisler
12.	Maryemma Hargrave