MINUTES OF THE REGULAR MONTHLY MEETING VIA ZOOM
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
March 25, 2021

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Potterton at 9:00 a.m. on Thursday, March 25, 2021, via Zoom video and conference call.

ROLL CALL

Present:	President Potterton, Vice President Cho, Secretary Brennan, Chief Financial Officer Gambol, Directors Luther-Stark, Merritt **(entered at 9:04 a.m.)**, Tous, Barreras and Almeida.
GRF Representative:	Ms. Perrotti
Absent:	GRF Representative Collazo
Guests:	Three Mutual One Shareholders
Staff:	Ms. Miller, Director of Finance Mr. Stolarz, Building Inspector Ms. Barua, Portfolio Specialist

SHAREHOLDER COMMENTS

Several shareholders made a comment.

GUEST SPEAKER

Director of Finance, Ms. Miller presented her report.

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

> RESOLVED to accept that the Board of Directors of Seal Beach Mutual One, upon a presentation of the Financial Statements as of December 31, 2020, for the year then ended, and the proposed Accountant's Report as submitted by CliftonLarsonAllen (CLA), hereby accepts the above-mentioned Financial Statements and reports therein, and authorize the President to sign the Management Representation Letter.

The MOTION passed unanimously.

Following questions, Ms. Miller left the meeting at 9:22 a.m.

BOARD OF DIRECTORS

MUTUAL ONE **March 25, 2021**

MINUTES

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Vice President Cho, it was

RESOLVED to approve the Regular Meeting Minutes of February 25, 2021.

The MOTION passed unanimously.

BUILDING INSPECTOR'S REPORT

Building Inspector Stolarz presented his report (attached).

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

RESOLVED to approve the extended planter proposal from J.C. Kress Construction for Unit 28-G. Work to be done at the shareholder's expense.

The MOTION passed unanimously.

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

RESOLVED to approve the walk light relocation in front of Unit 13-F. Work to be done at the shareholder's expense.

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

Following questions, Mr. Stolarz left the meeting at 9:38 a.m.

GRF REPRESENTATIVES' REPORTS

GRF Representatives Perrotti presented her report (attached).

Following questions, GRF representative Perrotti left the meeting at 10:35 a.m.

UNFINISHED BUSINESS

Following a discussion and upon a MOTION duly made by Chief Financial Officer Gambol, and seconded by President Potterton, it was

RESOLVED to ratify the rescission of Policy 7507.01- Electric Cart Pad; the 28-day posting requirement has been met.

The MOTION passed with one "abstention" vote (Barreras).

BOARD OF DIRECTORS

MUTUAL ONE **March 25, 2021**

NEW BUSINESS

Following a discussion and upon a MOTION duly made by Chief Financial Officer Gambol and seconded by President Potterton, it was

> RESOLVED to acknowledge, per the requirements of the Civil Code Section 5500(a)-(f), a review of the reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the mutual has its operating and reserve accounts, and income and expense statement for the Mutual's operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of February 2021.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Vice President Cho, it was

> RESOLVED to cancel the Monthly Board Meeting on June 24, 2021 due to the Annual Shareholder's Meeting.

The MOTION failed with three "yes" (Potterton, Cho, Gambol) and six "no" (Brennan, Barreras, Luther-Stark, Merritt, Almeida, and Tous) by ROLL CALL vote.

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

> RESOLVED to appoint Accurate Voting Services as Mutual One's Inspectors of Election.

The MOTION passed unanimously.

Per the Mutual's Bylaws Article IV, Section 7, I, Donna Gambol, shareholder of Mutual One Unit 25F intends to vote cumulatively for the election of Directors for the 2021-2022 term of office.

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

> RESOLVED to purchase 4-2 way radios for emergency purposes at a cost not to exceed $200.00. Funds to come from Contingency-Operating Funds and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Chief Financial Officer Gambol and seconded by President Potterton, it was

> RESOLVED adopt the Mutual One Rules and Regulations format on a preliminary basis until the 28-day posting period has been completed. The Mutual One Rules and Regulations will be ratified at the next scheduled meeting and take effect if the Board receives no comments.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Chief Financial Officer Gambol and seconded by President Potterton, it was

> RESOLVED to rescind Policy 7010 Merger of Mutuals, 7020 Approval of Escrows, 7020.01 Approval of Escrow, 7021.01 – Limitations of Shareholders, 7206 Resident Communications at Monthly Meetings, 7211-Proxy Form, 7306.1 Banking Resolution, 7307 Signature Requirements on Checks, 7401.1 – Licensed and Insured Contractors List, 7331.2 Impound Account Agreement ,7401 Contractor License Working Hours – Contractors, Vendors and Shareholders, 7402.1 Working Hours – Contractors, Vendors and Shareholders, 7403 Building Alterations or Additions, 7403.1 Building Alterations or Additions, 7403.2 Installation of Bathtubs, 7403.6 Microwave Ovens, 7403.7 Ceiling Fans, 7405.01 Flooring and Floor Covering Permits, 7407.1 Washers and Dryers in Units, 7408.1 Contractors/Vendors Liability for Damages, 7410.01 Fire & Safety Inspections MU 01, 7413.1 Walk-in Therapeutic/Jacuzzi-Type Bathtubs, 7415.01 Patio, Porches, Garden Expansion, & Golf Cart Pads, 7418 Exterior Paint, 7425.01 Landscape Areas, Trees, Shrubs, 7427.G Barbeques – Usage and General Safety Precautions, 7431.01 Service Maintenance Requests MU1, 7465.1 Skylights & Sola Tubes MU 01, 7490.pb.01 – Payment and Performance Bond MU 01, 7490.1 Standard Contract – Building Alterations, 7491 Roof Extensions, 7491.1 Roof Leak Procedure, 7493 Patio Roof Covers, 7495.1 Bay Windows, 7497.1 Side Door for End Units, 7498.1 Front , Exterior Building Façade, 7499.1 Air Conditioning/HVAC/Heat Pump Units, 7501 Pet Ownership, 7502.1 Carport Regulations, 7502.01.1 Adoption of GRF Policy Parking Rules MU 01, 7503 Plumbing Stoppages, 7504.G Lock Resolution 7506 Sidewalk Traffic Restriction, 7506.1 Roller Skates, Roller Blades, Skateboards, Bicycles, Tricycles, and Scooters), 7508 Patio and Estate Sales and Forms All Mutuals, 7508.1 Patio/Estate Sales, 7510.01 Eligibility Requirements, 7525 Withdrawal Inspection Process Fee, 7530 Withdrawal Inspection, 7532.01 Smoking Rules and Regulations, 7541 Co-Occupants, Qualified Permanent Residents & Health Care Providers, 7545 Nonresident Co-owner Residency – Inheriting Share of Stock, 7545.1 Inspection Fee, Inheriting Share of Stock, 7545.2.1 Procedure for Membership When, 7549.01 Lockout Procedures, 7551.G Unsanitary Premises and Fire Loading Conditions, 7555 Visitors, 7556 Co-Occupant Not Allowed Immediate or Collateral, 7570 Sign Resolution, 7574.1 Satellite Dish and TV Antenna Installation, 7575.1 Laundry Room Use, 7580 Traffic Control Regulations, 7581

Enforcement of Community Traffic Regulations, 7582.01 Towing Vehicles, 7583.01 Limitation of Vehicles Per Unit MU 01, 7585.01 – Governing Document Compliance Corrective Measures and Fines MU 1, 7590.G Feeding Wildlife 7701.1 Personal Property Insurance, 7707 Apartment Pre-Sale Cleanup, 7708 Listing Inspections, 7709 Intention to Withdraw, and 7731.G Internal Dispute Resolution on a preliminary basis until the 28-day posting period has been completed. The policies will be ratified at the next scheduled meeting and take effect if the Board receives no comments.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Director Merritt, it was

RESOLVED to adopt 01-7010-3 Mergers of Mutuals, 01-7020-3 Approval of Escrows, 01- 7021-3 Limitations of Shareholders, 01-7206-3 Resident Communication at Monthly Meetings, 01-7211-3 Proxy Form, 01-7306-3 Banking Resolution, 01-7307-3 Signature Requirements of Checks, 01-7331-3 Impound Account Agreement 01- 7401-3 Licensed and Insured Contractors List, 01-7461-1 Lateral Sewer Cleaning, 01-7510-3 Eligibility Requirements, 01-7545-1 Inspection Fee, Inheriting Share of Stock, 01-7545.2-3 Procedure for Membership Changes When There is No Escrow Involved, 01-7546-3 Non-Resident Co-Owner Residency-Inheriting Share of Stock, 01- 7709-3 Escape Tax Deposit, 01-7711-3 Stock and Membership Transfers Outside Escrow, 01-7712-3 Stock and Membership Transfers Affected by Escrow as procedures.

The MOTION passed with five "yes" (Potterton, Cho, Gambol, Merritt, and Tous) and four "no" (Brennan, Barreras, Luther-Stark, and Almeida) by ROLL CALL vote.

President Potterton called for a break at 10:35 a.m.

The meeting resumed at 10:51 a.m.

SECRETARY / CORRESPONDENCE

Secretary Brennan received one correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Gambol presented her report (attached).

PORTFOLIO SPECIALIST'S REPORT

Portfolio Specialist Barua provided an update.

ANNOUNCEMENTS

Next Meeting: April 22, 2021 9:00 a.m., via Zoom Video and Conference Call

BOARD OF DIRECTORS

MUTUAL ONE **March 25, 2021**

COMMITTEE REPORTS

Landscape Committee
Director Merritt provided an update.

Physical Properties
Director Barreras had no report.

New Buyer Orientation
Director Tous presented his report.

Paint Committee
Director Luther-Stark provided an update.

Emergency Preparedness
Director Almeida provided an update.

DIRECTORS' COMMENTS

Several director's made comments.

SHAREHOLDERS' COMMENTS

One shareholder made a comment.

ADJOURNMENT

President Potterton adjourned the meeting at 11:23 a.m. and stated that there will be an Executive Session to discuss member issues.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on March 25, 2021, at 11:24 a.m., and took the following actions:

The Mutual one Board of Directors approved the executive session minutes of February 25, 2021.

1. Legal Matters
    a. One legal matter was discussed.
2. Contracts
    a. Four contracts were discussed.
3. Assessments / Delinquencies
    a. One Delinquent account was discussed.
    b. Three files were closed.
4. Disciplinary Hearings
    a. No Disciplinary hearings were discussed.

President Potterton adjourned the meeting at 12:10 p.m.

Attest, Jill Brennan, Secretary
SEAL BEACH MUTUAL ONE
RB 03-25-2021

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE **INSPECTOR:** RICH STOLARZ

MUTUAL BOARD MEETING DATE: March 25, 2021

PERMIT ACTIVITY

42	**Permits**
23	**Inspections**
13	**Signed Off**

ESCROW ACTIVITY

1	**New Member Inspection**	5	**Close of Escrow**
8	**Pre Listings**	7	**Release of Funds**

CONTRACTS AND PROJECTS

Contractors	Projects
Fenn Good Through 4/30/2023	Termites, Pest and Gofers
Fenn Good Through 6/30/2023	Bait Stations
Wash Good Through 11/21/2022	Washer and Dryer Service
Brightview Good Through 11/30/2021	Tree Arborist
J&J Landscape Good Through 11/30/2021	Landscaping
Empire Pipe Cleaning 11/30/2022	Sewer Cleaning
A-1 Total Service Plumbing	Sewer Pipe Relining
Discuss A-1 Total Plumbing - Restarting Sewer Liners	
Discuss & Approval needed - 28-G - Extended Garden Landscape	
Discuss & Approve Change Order - Relocating walklight at 13-F	
Paint Bid Proposals to be Discussed	

MUTUAL & SHAREHOLDERS REQUEST

Site Visits	Calls
88	83

Mutual 1 CFO Report, March 2021

March 24, 2021 reflecting financial condition through February 28, 2021.

Delinquencies: Four estates represent roughly $48,600 of our total **$78,217** in delinquencies. Folks monthly move on and off the list, reflective of billing and banking cycles, when anyone is two months delinquent, they get a call from the CFO to see what's up. This had significantly reduced delinquencies.

Income:
Laundry Rooms: favorable: $1656. This is still off from previous years, but seems more in line with what we expected for our income to offset expenses of rooms.

Budget: Income down $6127--YTD Excess inc before off budget items: **$6338;**

YTD Expenses:	Water	under	$4,701 *
	Legal Fees	under	$5,992
	Landscape extras	under	$5,930
	Landscape trees	over	$4,602 timing
	Pest Control	under	$3,127
	Total favorable: $12,465		

*Water rates are increasing, so plan to see a variance in coming months, first rate increase in over 10 years.

Reserves:
Appliance funded at $7,304/month, replacements in Feb $6,080; **balance: $85,422**
Painting: balance **$710,931**. (no work billed in Feb.)
Roofing: balance **$427,087**. (no charges in Feb.)
Contingency Operating Funds: balance $338,596
Emergency: balance $**401,084**
Infrastructure: balance **$2,716,287** (French Drain at 2 F/G:$825, Jacaranda $225)
Total Restricted Reserves: $4,598,266

Major projects: balance **$326,432** (Sidewalk replacements: $51,851).

Cash in bank and unrestricted deposits: $717,380.

Donna Gambol, CFO

MONTHLY REPORT OF NEW BUYER ORIENTATIONS AND NBO INSPECTIONS DURING FEBRUARY & MARCH 2021

The NBO's were conducted by Donna Gambol & George Tous

The New Buyer Inspections performed by GRF Inspector Rich Stolarz.

During February & March, we completed (4) NBO's and NBO Inspections.

- 16-C
- 35-J
- 43-A
- 52-A

New Resident Orientation & Inspection 22-I – To be Scheduled.

Inspections of 5 Vacant Units and one fire inspection with Rich Stolarz, March 10, 2021

Units available in Leisure World Seal Beach

38 Units – 03/09/2021
41 Units – 03/02/2021
44 Units – 02/23/2021
46 Units – 02/16/2021
55 Units – 02/09/2021
68 Units – 02/02/2021
69 Units – 01/26/2021
74 Units – 01/19/2021

It is a pleasure to serve our Mutual and appreciate the opportunity

The Golden Rain Foundation provides an enhanced quality of life for our active adult community of Seal Beach Leisure World.

February 23, 2021

GRF

BOARD NEWSLETTER

Approved Consent Agenda

MOVED and duly approved the Committee/Board meeting minutes for the month of January 2021: the minutes of the January 4, 2021 Recreation Committee Board meeting, the minutes of the January 8, 2021 Executive Committee Board meeting, the minutes of the January 15, 2021 Finance Committee Board meeting, the minutes of the GRF Board of Directors meeting, dated January 26, 2021, the minutes of the Special GRF Board of Directors meeting, dated January 29, 2021, the GRF Board Report, dated February 23, 2021, acceptance of the Financial Statements, January 2021, for Audit, the Reserve Funds Investment Purchase and the Capital funds Investment Purchase.

General – Assignment and Assumption of Lease

MOVED to approve the Assignment and Assumption of agreement by Monarch Management Services and authorize the President to sign the agreement.

Consent Agenda: AB 3182

MOVED to approve the consent agenda of proposed AB 3182 Sub-committee amendments including: amend 30-1022-3, Petitions, TENTATIVE VOTE: amend 70-1406-1, Limitations on Use of Trust Property – Rules (pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on April 5, 2021), amend 70-1429.02-1, Golf Course Rules, 70-1468-1, amend Swimming Pool Rules, and amend 70-2504-1, The Library - Rules, as amended.

The Board concurred to refer 70-1400-1, Use of GRF (Trust) Facilities, to the AB 3182 Sub-committee for review.

Executive Committee – 401(k) Benefits Renewal

MOVED to approve to terminate the 401(k) plan investment advisory services with the current advisor, LPL Financial, as soon as the existing agreement allows for termination and that advisory services be approved for Burnham Gibson Wealth Advisors, to act as advisors, as soon as practical.

Executive Committee – Employee Health Benefits Renewal

MOVED to approve renewal of the following GRF employee benefits plans for the plan year beginning April 1, 2021, and ending March 31, 2022: Anthem Blue Cross Medical new Low and existing High HMO Plans (Option A), Guardian Dental HMO and PPO Plans, VSP Vision Plan, Basic Life and AD & D Insurance Plan, Long Term Disability Plan, Accident and Critical Illness Plan, Hospital Indemnity, Employee Assistance Plan, Voluntary Life Plan, VPI/Nationwide Voluntary Pet Insurance Plan, United Pet Care Pet Discount Program, Reimbursement of up to $750 Hospitalization cost annually, per employee, and Flexible Spending Account Plan.

Executive Committee – Amend 30-1220-1, Resident Specialist

MOVED to amend 30-1220-1, Sub-committee Member/Owner (M/O) Specialist, stating that Member/Owners appointed to a GRF sub-committee must reside in the community and that Renter/Lessees, Co-occupants, and Qualified Permanent Residents may not serve as a Specialist, as presented.

Executive Committee – TENTATIVE VOTE: Amend 30-5093-2, Member/Owner (M/O) Renter/Lessee (R/L) Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties

MOVED to amend 30-5093-2, Member/Owner (M/O) Renter/Lessee (R/L) Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties, clarifying document language, the review process of egregious offences, and specifying that GRF staff and GRF-contracted service providers will be protected while on Trust Property or while working in Mutuals, as presented.

Finance Committee - Capital Funding Request – Purchasing Office Improvements

MOVED to approve the purchase of workstations outlined, per the attached plans from Talimar Systems, for office improvement of the Purchasing Department using Capital Funds, not to exceed $3,000.

Physical Property Committee - Capital Funding Request – Turtle Lake, Electric Power

MOVED to award a contract to Schlick Services to install a free standing 100-amp pedestal at the Golf Course to serve the fountains at Turtle Lake, for a cost of $7,341, adding $2,000 for contingencies, for a total cost not to exceed $9,341, Capital funding, and authorize the President sign the contract.

Physical Property Committee – Reserve Funding Request – RV Lot, Entrance

MOVED to award a contract to MJ Jurado for the replacement and modification of the existing entrance at the RV Lot, adding Reserve Funds in the amount of $67,940 to the previously approved $23,600, totaling $91,540 including contingencies , Reserve funding, and authorize the President sign the contract.

Physical Property Committee – Reserve Funding Request – Service Maintenance, Gate

MOVED to award a contract to MJ Jurado for the replacement of the existing entrance gate with an automatic opener, at the Service Mantenance Yard, for a cost not to exceed $20,000, Reserve Funding, and authorize the President sign the contract.

Recreation Committee – Acceptance of GAF Donation, Clubhouse Four, Ice Machine

MOVED to accept the generous donation from the Golden Age Foundation, in the amount of $6,500, for the purchase and installation of an ice machine and dispenser in Clubhouse Four.

Recreation Committee – Reserve and Capital Funding Requests – Clubhouse Two, Pool and Game, Renovation and Enhancement

MOVED to approve the project identified as Clubhouse Two, Pool and Game Room Renovation and Enhancements, for amounts not to exceed: Reserves, $189,688, representing scheduled, accelerated, and non-scheduled replacement and/or extending the useful life of assets and/or components of assets and Capital, $74,883, for the purchase of new assets.

MOVED to authorize the Executive Director to initiate the purchases and/or contracts required to complete the scope of work to the approved budget.

Recreation Committee –Capital Funding Request – Clubhouses Three and Six, Outdoor Patio Areas

MOVED to approve the retention of professional design services, by Mission Landscape Architecture, at an expense not to exceed $22,000, Capital Funding. The Executive Director is

authorized to indicate the proposed scope for Trust property commonly identified as: Trust property known as (Exhibit A), Clubhouse Three, South entrance patio, Clubhouse Three, Veterans Plaza area, Clubhouse Six, East side patio, and Clubhouse Six, Parking lot, marquee. All work products are to be in conjunction with applicable committee oversite with final concepts to be submitted to the Board for review and consideration.

Recreation Committee –Approve Temporary Use of Trust Property, Tax Preparation

MOVED to approve the exclusive use of Trust property identified as Clubhouse Three, Knowledge and Learning Center, from March 1, 2021 to May 31, 2021, for the sole purpose of tax preparation services provided through the Golden Age Foundation, under the terms and condition of the Exhibits A and B and authorize the President to sign the temporary use lease agreement.

Consent Agenda: Security, Bus & Traffic Committee

MOVED to TENTATIVE VOTE: adopt 80-5580-1, Entry Passes – Rules, adopt 80-5580-3, Entry Passes – Procedures, TENTATIVE VOTE: adopt 80-1930-1, Traffic – Rules, adopt 80-1930-3, Traffic – Procedures, TENTATIVE VOTE: adopt 80-1937-1, Parking - Rules, and TENTATIVE VOTE: adopt 80-1937-2, Parking – Fines, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on April 5, 2021.

The Board concurred to refer 40-5580-2, Entry Passes – Fees, to the Finance Committee for a work study meeting.

MOVED to rescind the following governing documents: 80-5536-1, Guest Passes, 80-1920-1, Traffic Rules and Regulations, 80-1925-1, Traffic Rules and Regulations – Enforcement on Trust Property, 80-1927- Parking Rules for Trust Property and 80-1928-1, Golf Cart and Low Speed Vehicle Rules, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on April 5, 2021.

Recap of GRF Committees' Activity February 2021

January 1, 2021, Recreation Committee

- CONCURRED to request staff to schedule an Entertainment Subcommittee meeting and a Mini-farm Subcommittee meeting in February;
- MOVED to recommend the GRF BOD accept the Golden Age Foundation donation of $6,500 for the purchase of an ice machine for Clubhouse Four;
- CONCURRED to review the Clubhouse Three outdoor storage area at the March Committee meeting**;**
- CONCURRED to review Conference Room C vendor at the March Committee meeting**;**
- MOVED to recommend the GRF BOD approve the proposed enhancements to Trust Property identified as Clubhouse Two Pool Room and adjacent multiuse room, pending a determination by the Finance Committee of the availability of Reserve and Capital funds;
- CONCURRED to review the Bocce Ball court installation project at a future meeting**;**
- CONCURRED to schedule the cardboard contest as an annual event;
- CONCURRED to forward the conceptual review of Clubhouse Three hallway as an art gallery to the Architectural Review and Design Committee;
- CONCURRED to forward the conceptual review of establishment of outdoor cases throughout the community to display resident's artwork to the Architectural Review and Design Committee;

- CONCURRED to schedule a work study to review the North Orange Continuing Education course schedule and corresponding Governing Documents;
- MOVED to recommend the GRF BOD award a contract to Mission Landscape Architecture in an amount not to exceed $25,000, Capital Funding, for professional design services to draft plans for the improvements and enhancements to the exterior patio sections of Clubhouse Three and Clubhouse Six Southside patio entrances and Veterans Plaza, pending Finance Committee review;
- MOVED to recommend the GRF BOD authorize the use of Trust Property for the use of Tax preparation by the Golden Age Foundation for the 2021 tax year;
- CONCURRED to conceptually approve renovating the Sewing Room in Clubhouse Three and request the Library Operations Supervisor bring back cost to the next meeting;
- MOVED to approve the addition of a literary contest to the Library's 2021 schedule of events;
- CONCURRED to review the RV lot lease fees at the March Committee meeting**;**
- MOVED to approve the purchase of three (3) hawk perches and three (3) owl houses within the Mini Farms for $1,200, Operating funds from CC747, 10.8 Acres, GL6410020;
- CONCURRED to review amending 70-1428-3, Clubhouse Art Displays, at the March Committee meeting.

CANCELLED: February 3, 2020, Governing Documents Committee

February 3, 2020, Physical Property Committee

- MOVED to approve the below projects: 645-20, Knowledge and Learning Center, 942-20, Pavi Project Phase Four, 951-20, Amphitheater Loft, and 957-20, Clubhouse Six – Fitness Center;
- MOVED to recommend the GRF BOD award a contract to Schlick's Services to install a fr standing 100-amp pedestal at the Golf Course to serve the fountains at the lake for a cost $7,341 adding $2,000 in contingencies for permit fees, engineering, or any unexpected item t a total cost not to exceed $9,341, pending Finance Committee review;
- CONCURRED to discuss roofs at the pool – Tesla/Solar, at the March Committee meeting;
- MOVED to recommend the GRF BOD award a contract to MJ Jurado for the modifications/ replacements at the RV Lot in the amount of $86,540 adding $5,000 contingency for a total cost not to exceed $91,540, funding as approved by the Finance Committee;
- MOVED to recommend the GRF BOD award a contract to MJ Jurado to replace the entry gate at the Service Maintenance Yard adding an automatic closure for a total cost not to exceed $20,000, including a $1,000 for contingencies, Capital/Reserve Funding, pending Finance Committee review;
- CONCURRED to discuss the railing in front of the Administration at the March Committee meeting;
- CONCURRED to request the Facilities Director distribute the sewer system ownership information to each Mutual and recommend presenting the information at President's Counsel;
- CONCURRED to discuss structural evaluation of Clubhouses One and Two at the March Committee meeting;

CANCELLED: February 4, 2020, COVID-19 Ad hoc Committee

February 8, 2021, Mutual Administration Committee

- CONCURRED to review the relevancy of certain Stock Transfer Manager's staff report and requested to have included the cutoff date and up to date numbers in the report;
- CONCURRED to review of the Stock Transfer Report, Letters, at the March Committee meeting;

- CONCURRED to refer to the Finance Committee to audit the escrow sales commissions that brokers receive from sales;
- CONCURRED to discuss Notice of Disclaimer regarding Dual Ownership at the March Committee meeting;
- CONCURRED to re-send the Stock Transfer Fee, Non-Compliant Stock Transfer Packages, to Presidents' Council. The Executive Director will present to all Mutuals, at Presidents' Council, a revised Stock Transfer procedure wherein escrow companies;
- CONCURRED to discuss GRF ID renewal reminder at the March Committee meeting;
- CONCURRED to discuss AB 3182 at the March Committee meeting.

February 10, 2021, Security, Bus & Traffic Committee

- MOVED to recommend the GRF BOD adopt, as amended 80-5580-1, Entry Passes – Rules , 80-5580-2, Entry Passes – Fees, 80-5580-3, Entry Passes – Procedures, 80-1930-1, Traffic – Rules, 80-1930-3, Traffic – Procedures , 80-1937-1, Parking – Rules, 80-1937-2, Parking – Fines;
- MOVED to adopt 80-1937-3-3, Parking – Procedures, as amended and forward to the Executive Committee for approval as well as notifying of the department number changed (30-1937-3) and send to the GRF BOD for final approval;
- MOVED to recommend the GRF BOD rescind 80-5536-1, Guest Passes, 80-1920-1, Traffic Rules and Regulations, 80-1925-1, Traffic Rules and Regulations – Enforcement on Trust Property, 80-1927-1, Parking Rules for Trust Property, and 80-1928-1, Golf Cart and Low Speed Vehicle Rules, pending final adoption of replacement governing document.

February 11, 2021, Communications/ITS Committee

- MOVED to cancel publication of the 2021 Spotlight, because there will be no Amphitheater season to publicize in 2021;
- MOVED to publish a column in LW Weekly by noted LA Times writer Steve Lopez who is seeking input from LW residents on retirement;
- CONCURRED to discuss Tecnavia's proposed interface with LW Weekly online edition and lwsb.com at the next Committee meeting;
- CONCURRED to discuss Clubhouse Four dais survey at the next Committee meeting;
- CONCURRED to review the final Community Guide covers at the next Committee meeting;
- MOVED to accept the Community Guide option #2 (yellow roads), with the following revisions: identify major LW landmarks, change the map's orientation and make the main gate icon larger;
- CONCURRED to review the revised map at the next Committee meeting;
- CONCURRED to discuss implementation of the SMS text alerts at the next Committee meeting.

February 12, 2021, Finance Committee

- MOVED to recommend the GRF Board accept for audit and forward to the GRF Board the draft interim financial statements for period ending January 31, 2021, as presented by the Director of Finance, and as reviewed by the Finance Committee;
- MOVED recommended the GRF Board authorize the purchase of brokered CDs through Morgan Stanley totaling $880,000 and through US Bancorp totaling $520,000 of reserve funds, with terms ranging from twelve (12) to eighteen (18) months at the prevailing interest rates at the time of purchase and at the discretion of the financial advisors;
- MOVED to recommend the GRF Board authorize the purchase of brokered CDs through US Bancorp totaling $300,000 of capital funds, with terms ranging from six (six) to twelve (12) months at the prevailing interest rates at the time of purchase and at the discretion of the financial advisors;

- MOVED to refund the Co-Occupant fee in the amount of $4,178, less the $100 set up fee, for Mutual 0X-XXXX;
- MOVED to inform the GRF Board that the Finance Committee has determined $25,000 of Capital Funds are available and have placed a temporary hold on these funds, pending Board action on the proposed project, identified as Professional design services for Clubhouse 3, South entrance patio, Clubhouse 3, Veterans' Plaza parking area, Clubhouse 6, East side patio, and Clubhouse 6, Parking lot, marquee;
- MOVED to inform the GRF Board that the Finance Committee has determined Capital Funds, in the amount of $9,341, are available and have placed a temporary hold on these funds, pending Board action on the proposed project, to install a 100-amp free standing pedestal at the Turtle Lake Golf Course, to service the lake fountains, as being recommended to the Board by the Finance Committee, per this Committee's action request;
- MOVED to inform the GRF Board that the Finance Committee has determined Capital Funds, in an amount not to exceed $3,000, are available and have placed a temporary hold on these funds, pending Board action, for the proposed purchase of updated workstations per the attached plans, as being recommended to the Board by the Finance Committee, per this Committee's action request;
- MOVED to inform the Board that the Finance Committee has determined additional Reserve Funds, in the amount of $67,940, are available and have placed a temporary hold on these funds, along with the previously held funds of $23,600, totaling $91,540, pending Board action on the proposed project to replace and modify the existing entrance at the RV Lot, as being recommended to the Board by the Finance Committee, per this Committee's action request;
- MOVED to inform the Board that the Finance Committee has determined Reserve Funds, in the amount of $20,000, are available and have placed a temporary hold on these funds, pending Board action on the proposed project, to replace the existing entrance Gate at the Service Mantenance Yard, as being recommended to the Board by the Physical Property Committee, per this Committee's action request;
- MOVED to inform the Board that the Finance Committee has determined $200,000 of nonscheduled Reserve funds for the replacement of existing assets and components and $75,000 of Capital Funds, for new equipment, supplies and/or materials, are available and have placed a temporary hold on these funds, pending Board action on the proposed project, identified as Trust property, CH2, Pool room renovation and Game room addition.

February 12, 2021, Executive Committee

- CONCURRED to review feedback on the "On Your Own" project at the next Committee meeting;
- MOVED to recommend the GRF BOD that the 401(k) plan investment advisory services be terminated with the current advisor, LPL Financial, as soon as the existing agreement allows for termination and that advisory services be approved by Burnham Gibson Wealth Advisors to act as advisors, as soon as is practical;
- MOVED to recommend the GRF Board renewal of the following GRF employee benefits plans for the plan year beginning April 1, 2021, and ending March 31, 2022: Anthem Blue Cross Medical new Low and existing High HMO Plans (Plan A), Guardian Dental HMO and PPO Plans, VSP Vision Plan, Basic Life and AD & D Insurance Plan, Long Term Disability Plan, Accident and Critical Illness Plan, Hospital Indemnity, Employee Assistance Plan, Voluntary Life Plan, VPI/Nationwide Voluntary Pet Insurance Plan, United Pet Care Pet Discount Program, Reimbursement of up to $750 Hospitalization cost annually, per employee and Flexible Spending Account Plan;

- MOVED to recommend the GRF BOD amend 30-1220-1, Resident Specialist;
- MOVED to recommend the GRF BOD amend 30-3182-1 Member/Owner (M/O) Responsibility for Renter/Lessee (R/L).

February 16, 2021, Website Redesign Ad hoc Committee

- CONCURRED to request a StormBrain update of a larger font, more contrast in design & colors, highlighted links on homepage, better distinction between LWSB and GRF, moving the larger GRF logo to a drop-down menu, and changing 17 Mutuals to 16;
- CONCURRED to request to the IT Supervisor provide the Board members with a link of updated LWSB website, and further review this topic at the next Committee meeting.

Financial Recap January 2021

Financial Recap – January 2021

As of the one-month period ended January 2021, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of $162,250

Major variances are:

Wages, Taxes & Benefits	90,820	Favorable: Wages $53K; P/R Taxes $6K; Workers' Comp $5K; Group Ins $27K; average FTE < budget by 22.7
Rental & Maintenance Expense	14,000	Favorable: Maintenance scheduled for later in the quarter.
Publication Printing	8,281	Favorable: Decrease in printing rates
Rental Income	13,652	Favorable: Increase in unit sales

Reserve Funds	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Repairs & Replacements	$11,340,459	$955,177	$10,385,282	7

Capital Funds	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Improvements	$3,147,960	$838,066	$2,309,894	8

Total year-to-date approved unbudgeted operating expenses are $6,823.