

**MINUTES OF THE JANUARY MONTHLY MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
January 25, 2024**

The scheduled January Monthly Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Weber at 9:01 a.m. on Thursday, January 25, 2024, via Zoom Video and Conference Call and Conference Room B.

ROLL CALL

Present: President Weber, Vice President Luther-Stark, Chief Financial Officer Markovich, Secretary St. Aubin (**via zoom**), Directors, Collazo, Rockwood, and Perrotti.

Absent: Director Barreras

Advisory Director: Ms. Almeida (**via zoom**)

GRF Representatives: Mr. Weber and Ms. Gambol (**absent**)

Guests: Four Mutual One Shareholders (**via zoom**)
Six Mutual One Shareholders (**in-person**)

Staff: Ms. Barua, Sr. Portfolio Specialist (**via zoom**)
Mr. Stolarz, Building Inspector
Ms. Equite, Portfolio Specialist

SHAREHOLDER COMMENTS

Several shareholders made comments.

APPROVAL OF MINUTES

Following a discussion and upon a MOTION duly made by Director Rockwood and seconded by Secretary St. Aubin, it was

RESOLVED to approve the Regular Meeting Minutes of November 30, 2023,
by general consent of the board as presented.

The MOTION passed unanimously.

BUILDING INSPECTOR'S REPORT

Building Inspector, Mr. Stolarz presented his report (attached).

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

RESOLVED to approve the tree trimming contract from J&J Landscaping at a cost not to exceed \$24,200.00 Funds to come from Landscape Extras and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

Building Inspector – item B was returned to the Architectural & Review Committee.

President appointed JoAnn St Aubin, John Barreras, and Leah Perrotti to the Architectural and Review Committee.

Following questions, Mr. Stolarz left the meeting at 9:27 a.m.

GRF REPRESENTATIVE

GRF Representative, Mr. Weber, provided updates on GRF projects.

UNFINISHED BUSINESS

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

RESOLVED to ratify the concrete replacement work order completed on December 28, 2023, between Carports 3 and 4 from MJ Jurado at a cost not to exceed \$7,500.00. Funds to come from Infrastructure and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

NEW BUSINESS

Following a discussion and upon a MOTION duly made by Chief Financial Officer Markovich and seconded by President Weber, 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, an 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 months of December 2023.

The MOTION passed unanimously.

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

RESOLVED to appoint Leah Perrotti, John Rockwood, and Dan Weber to form a new committee for pending litigation and evaluate Mutual One liabilities.

The MOTION passed unanimously.

SECRETARY / CORRESPONDENCE

Secretary St. Aubin received no correspondences.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Markovich presented his report.

PORTFOLIO SPECIALIST'S REPORT

Portfolio Specialist Equite presented her report (attached).

ANNOUNCEMENTS

- a. **MUTUAL ELECTION:** In order to receive your Mutual One ballot at a summer residence: Blocks 1 & 2 a flyer will be left after inspections. As for Blocks 3: we will have the flyer delivered. Instructions will be provided on where to request your ballot be mailed to. Most importantly, we need every shareholder to vote!
- b. **NEXT BOARD MEETING:** Thursday, February 22, 2024, at 9:00 a.m. via Zoom Video/Conference Call and Conference Room B.

COMMITTEE REPORTS

Landscape Committee

Secretary St. Aubin provided an update.

Physical Properties

Director Rockwood provided an update.

New Buyer Orientation

Director Collazo provided an update.

Carport/Patio Committee

Director Perrotti provided an update.

Emergency Information Council

Advisory Director Almeida provided an update.

DIRECTORS' COMMENTS

Several Directors made a comment.

SHAREHOLDERS' COMMENTS

Several shareholders made a comment.

ADJOURNMENT

President Weber adjourned the meeting at 10:45 a.m. and announced there will be an Executive Session following the meeting to discuss member issues.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on Thursday, January 25, 2024, at 11:05 a.m., and took the following actions:

1. Legal Matters
 - a. Several legal matters were discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. Several files were closed.
 - b. Several letters were drafted.
 - c. Several files to monitor.
4. Disciplinary Hearings
 - a. No Disciplinary hearings occurred.

President Weber adjourned the meeting at 12:03 p.m.



Attest, JoAnn St. Aubin, Secretary
SEAL BEACH MUTUAL ONE
DE 01/25/24

(These are tentative minutes subject to approval by the Mutual One Board at the next regular meeting.)

Mutual Corporation No. One

SIGN IN SHEET *01/25/2024*

	GUEST NAME & UNIT NUMBER
1.	Mike Stabile – 030D (zoom)
2.	Mark Scott – 013K (zoom)
3.	Jill Brennan – 024E (zoom)
4.	Kathryn Larkin – 012D (zoom)
5.	Robert Dufney – 070E (In-person)
6.	Shirley Herron – 009G (In-person)
7.	Phuoc Germine – 049E (In-person)
8.	Constance Farrand – 068K (In-person)
9.	Stephen Hendrickson – 048F (In-person)

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **RICH STOLARZ**

MUTUAL BOARD MEETING DATE: **January 25, 2024**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-D	FLOORING	GRF	11/01/23	11/30/23	NO	01/09/24 FINAL	KARY'S CARPETS
1-D	WASHER / DRYER	BOTH	10/20/23	01/30/24	YES	01/05/24 FINAL	MP CONSTRUCTION
1-K	INTERIOR REMODEL	BOTH	01/08/24	04/30/24	NO	NONE	LOS AL BUILDERS
1-K	ABATEMENT	GRF	01/08/24	04/30/24	NO	NONE	LOS AL BUILDERS
3-A	GFCI OUTLET	BOTH	01/18/24	01/31/24	NO	NONE	OGAN CONSTRUCTION
3-B	SHOWER	BOTH	01/01/24	02/15/23	NO	01/05/24 FRAMING	VICKER'S CONSTRUCTION
3-B	SHOWER	BOTH	01/01/24	02/15/23	NO	01/05/24 GROUND	VICKER'S CONSTRUCTION
3-B	SHOWER	BOTH	01/01/24	02/15/23	NO	01/08/24 DRYWALL	VICKER'S CONSTRUCTION
5-J	WASHER / DRYER	BOTH	11/06/23	11/20/23	NO	11/27/23 FINAL	HADI CONSTRUCTION
5-J	FLOORING	GRF	11/01/23	12/30/23	NO	12/13/23 FINAL	KARY'S CARPETS
5-J	HEAT PUMP	BOTH	11/13/23	02/13/24	NO	12/06/23 FINAL	GREENWOOD HEATING & AIR
9-A	SHOWER CUT DOWN	BOTH	10/02/23	11/02/23	NO	01/10/24 FINAL	NUKOTE
10-C	FLOORING	GRF	12/10/23	01/30/24	NO	NONE	KARY'S CARPETS
12-L	REMODEL	BOTH	09/05/24	03/30/24	NO	NONE	MP CONSTRUCTION
14-I	FLOORING	GRF	12/11/23	12/13/23	YES	01/17/24 FINAL	BIXBY PLAZA CARPETS
16-A	WINDOW	BOTH	08/28/23	10/30/23	YES	12/11/23 FRAMING	LW DÉCOR
16-K	ATTIC ACCESS / CEILING FAN	GRF	12/16/23	12/22/23	NO	ESCROW	TOP DOWN
16-W	SHOWER CUT DOWN	BOTH	11/09/23	12/09/23	NO	01/10/24 FINAL	NUKOTE
19-B	SHOWER	BOTH	10/12/23	11/12/23	NO	01/09/24 FINAL	NUKOTE
21-G	FLOORING	GRF	10/30/23	11/30/23	NO	12/13/23 FINAL	KARY'S CARPETS
21-I	CARPORT CABINET	GRF	11/20/23	12/22/23	NO	11/30/23 FINAL	KONRAD KONSTRUCTION
21-G	CART PAD	GRF	12/28/24	02/01/24	NO	NONE	J&J LANDSCAPING
22-H	INTERIOR REMODEL	BOTH	01/18/24	04/30/24	NO	NONE	BRUNO H. ALVAREZ
24-E	HEAT PUMP	BOTH	01/02/24	04/02/24	NO	NONE	GREENWOOD

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **RICH STOLARZ**

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25-G	PATIO / GLASS	BOTH	11/02/23	12/31/23	YES	12/18/23 FOOTING	BJ & COMPANY
25-I	FLOORING	GRF	11/25/23	12/30/23	NO	NONE	KARY'S CARPETS
27-C	SHOWER	GRF	11/13/23	12/29/23	NO	11/28/23 FINAL	JOHN M. BERGKVIST
29-L	SHOWER	BOTH	10/02/23	11/02/23	NO	01/16/24 FINAL	OGAN CONSTRUCTION
30-G	WASHER/ DRYER/ COUNTERS	BOTH	10/23/23	03/30/24	YES	NONE	MP CONSTRUCTION
31-D	FLOORING	GRF	11/14/23	02/14/24	NO	12/21/23 FINAL	BIXBY PLAZA CARPETS & FLOORING
33-E	SECURITY SCREEN DOOR	GRF	08/31/23	10/15/23	NO	11/27/23 FINAL	LW DÉCOR
40-D	COUNTER TOPS	BOTH	10/10/23	10/31/23	YES	NONE	MAMUSCIA CONSTRUCTION
40-G	CARPENT CABINET	GRF	01/20/24	03/01/24	NO	NONE	VICKER'S CONSTRUCTION
48-D	SHOWER CUT DOWN	BOTH	08/23/23	09/23/23	NO	01/10/24 FINAL	NUKOTE
48-F	PATIO / BLOCKWALL	GRF	01/12/24	03/12/24	NO	NONE	MJ JURADO INC
48-K	PORCH OUTLET	BOTH	11/16/23	01/30/24	NO	12/07/23 FINAL	CJ CONSTRUCTION
49-A	SHOWER CUT DOWN	BOTH	08/21/23	09/21/23	NO	01/10/23 FINAL	NUKOTE
50-G	SKYLIGHT	GRF	09/25/23	10/30/23	NO	1/10/24 FINAL	M&M CONSTRUCTION & SKYLIGHTS
50-L	SKYLIGHT DOMES	GRF	12/08/23	02/08/24	NO	01/10/24 FINAL	SO CAL HOME UPGRADES
51-H	PORCH SCREENS	GRF	11/13/23	12/29/23	NO	12/06/23 FINAL	JOHN M. BERGKIST
54-A	DISHWASHER	GRF	01/10/24	02/25/24	NO	NONE	J.C. KRESS
54-A	HEAT PUMP	BOTH	01/22/24	04/22/24	NO	NONE	GREENWOOD HEATING & AIR
54-K	SECURITY DOOR	GRF	09/07/23	10/30/23	NO	11/27/23 FINAL	LW DÉCOR
56-B	HEAT PUMP	BOTH	11/15/23	02/15/24	NO	NONE	GREENWOOD HEATING & AIR
56-B	INTERIOR REMODEL	BOTH	10/09/23	12/01/23	NO	11/29/23 FINAL	KONRAD KONSTRUCTION
56-D	REMODEL	BOTH	08/28/23	11/15/23	NO	11/23/23 FINAL	OGAN CONSTRUCTION
56-D	FLOORING	BOTH	10/20/23	11/30/23	NO	12/07/23 FINAL	KARY'S CARPET
57-J	OUTLETS & SWITCHES	BOTH	12/15/23	03/30/24	NO	NONE	JA ELECTRICAL
58-H	PORCH GATE	GRF	11/10/23	12/27/23	NO	NONE	LW DÉCOR, INC
61-F	PATIO	GRF	07/24/23	09/24/23	YES	01/09/24 FINAL	MJ JURADO INC
70-F	COUNTER TOPS	BOTH	12/04/23	12/29/23	NO	12/18/23 FINAL	MARCO CONSTRUCTION
M-1	ELECTRICAL PANEL LAU. 2-18	BOTH	11/02/23	02/17/24	YES	12/05/23 FINAL	J.C. KRESS / CONTRACT

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MUTUAL BOARD MEETING DATE: **January 25, 2024**

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
1-A		10/31/23					
1-K		09/19/23	11/07/23	11/13/23	11/27/23	12/27/23	
2-F		07/13/23					
6-F		11/16/23					
9-L		06/16/23					
10-E		12/11/23	12/18/23	01/02/24	01/16/24		
10-G		04/10/23					
10-L		06/13/23	11/16/23	11/17/23	12/05/23	12/20/23	
14-I		09/01/23	11/03/23	11/02/23	11/20/23	12/20/23	
14-L		10/10/22					
16-K		09/27/23	12/08/23	12/08/23	12/22/23		
17-G		12/11/23	01/26/24	02/02/24	02/16/24		
18-I		11/01/23	12/12/23	12/12/23	12/27/23		
20-A		04/10/23					
21-G		08/21/23	10/27/23	10/30/23	11/13/23	12/20/23	
24-I		01/02/24					
25-I		09/20/23	10/20/23	10/23/23	11/06/23	12/20/23	
25-K		11/01/23	11/28/23	12/05/23	12/19/23		
28-A		04/20/23					
33-B		08/25/23	12/13/23	12/21/23	01/08/23		
36-B		07/14/23					
36-H		12/19/23					
36-D		09/08/23	10/10/23	10/12/23	10/26/23	12/04/23	

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MUTUAL BOARD MEETING DATE: **January 25, 2024**

46-J		09/20/23	12/23/23	12/28/23	01/12/24		
46-A		08/25/23					
46-L		09/22/23	12/01/23	12/12/23	12/27/23		
51-C		09/05/23					
57-C		10/11/23	12/06/23	12/06/23	12/20/23		
57-J		10/11/23	11/21/23	11/28/23	12/12/23	12/21/23	
58-B		12/11/23					
60-E		01/02/24					
64-H		07/19/23					
68-H		12/11/23					

NMI = New Member Inspection **PLI** = Pre-Listing Inspection **NBO** = New Buyer Orientation

FI = Final Inspection **FCOEI** = Final COE Inspection **ROF** = Release of Funds

CONTRACTS AND PROJECTS

CONTRACTOR	PROJECTS
FENN GOOD THROUGH 5/01/2026	TERMITES & PEST SERVICE
FENN GOOD THROUGH 6/30/2026	BAIT STATIONS
WASH GOOD THROUGH 06/30/28	WASHERS & DRYERS
EMPIRE PIPE GOOD THROUGH 12/31/25	SEWER CLEANING
J&J LANDSCAPING GOOD THROUGH 12/01/2024	LANDSCAPING
SOUTHERN PROPERTY FIRE PROTECTION - FIRE EXTINGUISHER CERTIFICATION GOOD THROUGH 12/2024	
DISCUSS AND VOTE TO APPROVE TO EXTEND PLANTER IN FRONT OF 25-F	
DISCUSS AND VOTE TO APPROVE TREE TRIMMING PROPOSAL FROM J&J LANDSCAPE	
UPDATE, A1 TOTAL SERVICE PLUMBING HAS COMPLETED BUILD 70	
DISCUSS ZINSCO ELECTRICAL PANEL REPLACEMENT ACTIVITY	

INSPECTOR MONTHLY MUTUAL REPORT

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MUTUAL BOARD MEETING DATE: January 25, 2024

MUTUAL & SHAREHOLDER REQUEST

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SITE VISITS

Leisure World Emergency Information Council Report
Kathy Almeida, Mutual One Advisory Director

Mutual One Board of Directors Meeting
January 25, 2024

On October 12, 2023, the Emergency Information Council received written confirmation granting it 501(c) (3) status by the Internal Revenue Service. Since that time EIC has also applied for and is now recognized as a Leisure World Club.

Our first scheduled meeting after this notification was November 7. There was no meeting in December, however the meetings in November and January 2024 were very productive. Processes are in place for documentation and accountability. Sixteen participants are officially recorded as Directors with great anticipation of new members to come. The elected officers are President Jackie Dunagan, Vice-President Kathy Almeida, Secretary Marty Williams, and Treasurer/CFO Nick Massetti.

We are identifying ways to promote awareness of emergency preparedness activities where each resident will be able to take responsibility and control of their own safety and well-being. It is our hope that mutuals will recognize the need in this area and actively support our efforts to promote it among their residents.

The first activity scheduled is a scanning event on Thursday, Feb. 22 in CH2 from 1pm to 3pm. Important documents will be scanned on a thumb drive to serve as back up should documents become lost or destroyed. This will be publicized in the LW Weekly.

We will also be participating in the upcoming GRF expo on April 6 promoting Leisure World amenities. As we expand on activities to promote emergency information, our status as a non-profit entity will enable us to request tax deductible donations to assist in that effort.

Respectfully submitted.

Portfolio Specialist Report January 2024

NO WIPES IN THE PIPES

Wipes cause a pain in the drain!

Know what ^{NOT} to flush.

TOILET PAPER!
Some products may say “flushable,” but the only safe items to flush are
TOILET PAPER, WATER and HUMAN WASTE.

EVERYTHING ELSE...

- × BABY WIPES
- × Q-TIPS
- × FACIAL WIPES
- × CLEANSING PADS
- × TAMPONS
- × SANITARY PADS
- × TOILET ROLL TUBE
- × MEDICINES
- × BANDAIDS
- × DIAPERS
- × FOOD WASTE

...just to name a few!

Did you know that most wipes labeled “flushable” are not biodegradable and cause major stoppages?

Even though our crews routinely pull wipes out of the pipes, there are still many items that are clogging the lines.

Flushing anything other than the Three P's causes blocked sewage pipes that can lead to sewage overflows into our homes, property, rivers and waterways; also expensive repairs.