

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

July 6, 2010

The Regular Meeting of the Golden Rain Foundation of Laguna Woods Board of Directors, a California non-profit mutual benefit corporation, was held on July 6, 2010, at 9:30 A.M., at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Jim Matson, Bob Hatch, Lloyd Foster, Bob Miller, Don Tibbetts, Bea McArthur, Burns Nugent, Ruth May, Ray Gros, Ken Hammer

Directors Absent: Larry Souza

Others Present: Jerry Storage, Patty Kurzet
Executive Session: Jerry Storage, Patty Kurzet, Cris Robinson, Sandy Meyer

Designated Representative
from Mutual Fifty: None

CALL TO ORDER

President Jim Matson served as Chair of the meeting and stated that it was a regular meeting held pursuant to notice duly given and that a quorum was present. The meeting was called to order at 9:30 A.M.

A moment of silence and reflection was held to honor our US Troops who are serving our Country, and for those who are in harm's way.

PLEDGE OF ALLEGIANCE TO THE FLAG

Director Ray Gros led the membership in the Pledge of Allegiance to the Flag.

ACKNOWLEDGEMENT OF PRESS

Ms. Peggy Blizzard from the Laguna Woods Globe and the Channel 6 Camera Crew, by way of remote cameras, were acknowledged as present.

APPROVAL OF AGENDA

Without objection, the agenda was approved as written.

APPROVAL OF MINUTES

The Board reviewed and approved without objection the Minutes of the Regular Board meeting of June 1, 2010 as written.

CHAIR'S REPORT

President Matson introduced Mr. Ken Eschbach from the Newport Beach Local Census Office who presented a Certificate of Appreciation to the GRF Board, representing the Laguna Woods Community, recognizing its contributions toward the success of recruiting prospective 2010 Census employees in the Orange County area.

President Matson commented on the additional closed session meetings GRF has held as a result of Third Mutual's lawsuit against PCM, Inc.; and provided an update on the GRF Golf Building project.

GENERAL MANAGER'S REPORT

Mr. Storage updated the membership on the Moulton Widening project, highlighted current projects underway around the Community, and updated the membership on the budget meetings. Mr. Storage announced that PCM employees have been nominated for the California Association of Community Managers (CACM) Vision Awards as leaders in the community management industry, and encouraged residents to visit the Village website for upcoming events.

OLD BUSINESS

The Secretary of the Corporation read a proposed resolution approving the revised Recreation Division Policy "Use of GRF Recreation Facilities Section II (A)(1)" which was postponed from last month to satisfy the thirty-day notification requirements. Director McArthur moved to approve the resolution. Director Hatch seconded the motion.

Members Lucie Falk (3377-A), Corkey Eley (2401-2E), and Mary Wall (239-D) commented on the proposed policy.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-10-49

WHEREAS, the Board of Directors of this Corporation adopted Resolution 90-07-81 on November 6, 2007, which approved Section I of the new Recreation Division Policy with respect to "General Recreation;" and

WHEREAS, a recommendation has been made by the Community Activities Committee to make additional changes to further accommodate the needs of the residents;

NOW THEREFORE BE IT RESOLVED, July 6, 2010, that the Board of Directors of this Corporation hereby approves the revised Recreation Division Policy with respect to "Section II - Use of GRF Recreation Facilities," effective July 6, 2010, by making the following changes:

- Removing Section A(1): Religious groups meeting in GRF facilities are not to encourage or solicit non-residents to attend services and other activities in GRF facilities.

RESOLVED FURTHER, that Resolution 90-07-81 adopted November 6, 2007 is hereby amended; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of this Corporation to carry out the purpose of this Resolution.

The Secretary of the Corporation read a proposed resolution approving the revised Policy Guidelines for Administration of the Laguna Woods Village Website, which was postponed from last month to satisfy the thirty-day notification requirements. Director McArthur moved to approve the resolution. Director May seconded the motion.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-10-50

WHEREAS, GRF by way of Resolution G-02-10 adopted February 5, 2002, the Board of Directors of this Corporation adopted Guidelines for the Administration of its web site; and

WHEREAS, the Laguna Woods Village Web Site is owned and operated by GRF for the benefit of all residents and potential residents; and

WHEREAS, the web site is intended to provide a broad variety of information which will enable interested parties to obtain current information about governance, project status, and the community's recreational, social, educational and cultural activities; and not to be a chatroom or a site for presenting opinions or dissent regarding the governance of the community;

WHEREAS, the Government and Public Relations Committee has determined it necessary to expand the Guidelines to include legal language that prohibits certain activities that are unlawful, harmful to or interferes with the use and enjoyment of the web site;

NOW THEREFORE BE IT RESOLVED, July 6, 2010 that the Board of Directors of this Corporation hereby adopts the revised *Policy Guidelines for Administration of the Laguna Woods Village Web Site*, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution G-02-10 adopted February 5, 2002 is hereby superseded and cancelled; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

NEW BUSINESS

No new business came before the Board.

CONSENT CALENDAR

Without objection, the Board approved the items that fell under the Consent Calendar and the following resolutions were approved:

RESOLUTION 90-10-51

WHEREAS, GRF Capital Plan Item P10021 appropriated \$7,900 for resurfacing the Clubhouse Three stage floor; and

WHEREAS, a request for proposal was sent to six floor finishing contractors and only one bid was received which exceeds the budgeted amount by \$6,000;

NOW THEREFORE BE IT RESOLVED, July 6, 2010, that the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$6,000 from the Facilities Fund in order to complete the Clubhouse Three stage floor resurfacing project; and

RESOLVED FURTHER, that the Board hereby awards the contract to the only qualified bidder; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

RESOLUTION 90-10-52

WHEREAS, a request was received from the Disaster Preparedness Task Force for permission to post signs at the Gates of Laguna Woods Village to advertise its "Third Annual Great Southern California ShakeOut Disaster Drill" on October 21, 2010; and

WHEREAS, the signs will be posted on the day before the Drill and removed on October 21, 2010 by 5:00 P.M.;

NOW THEREFORE BE IT RESOLVED, July 6, 2010, that the Board of Directors of this Corporation hereby authorizes the posting of the signs at all the Gates advertising the Disaster Drill event; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

COMMITTEE REPORTS

Director Bob Miller gave the Treasurer's and Finance Committee reports.

The Secretary of the Corporation read a proposed resolution authorizing the transfer of operating surplus in the amount of \$1,362,000. Director McArthur moved to approve the resolution. Director Miller seconded the motion.

Members Bud Nesvig (2392-3H) and Corkey Eley (2401-2E) addressed the Board on the motion.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-10-53

WHEREAS, according to the Davis-Stirling Act, a Common Interest Development shall not retain significant operating surplus (funds that are not needed to defray current operating costs); and

WHEREAS, for the year ending December 31, 2009, the Golden Rain Foundation had an operating surplus of \$1,318,862 and accumulated operating surplus from prior years was just over \$43,606, for a total available surplus of \$1,362,468;

NOW THEREFORE BE IT RESOLVED, July 6, 2010, that the Board of Directors of this Corporation hereby authorizes the transfer of operating surplus in the amount of \$1,362,000 to the Facilities Fund; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

The Secretary of the Corporation read a proposed resolution approving an over-budget expenditure of \$12,994 for additional testing performed by KPMG. Director McArthur moved to approve the resolution. Director Tibbetts seconded the motion.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-10-54

WHEREAS, KPMG has performed the annual audit for the year 2009; and

WHEREAS, KPMG performed additional test work on IT General Controls (\$7,154) and Expense Allocations (\$5,840) at the request of the Select Audit Committee Chair;

NOW THEREFORE BE IT RESOLVED, July 6, 2010, that the Board of Directors hereby approves an over-budget expenditure of \$12,994 for additional testing performed by KPMG in conjunction with the annual audit; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

Director Ruth May reported from the Government and Public Relations Committee.

Director Ken Hammer reported from the Bus Services Committee.

Director Bob Hatch reported from the Community Activities Committee.

The Secretary of the Corporation read the following resolution approving the Recreation Room Reservation Pricing Policy:

RESOLUTION 90-10-

WHEREAS, according to Resolution G-89-115, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

WHEREAS, by way of Resolution 90-06-32, the Board of Directors adopted a Recreation Division Fee Schedule which lists fees charged to residents and non-residents to use GRF shared facilities; and

WHEREAS, legal counsel has advised that all residents must be treated equally and that the nature of the activity taking place in the rooms does not provide a legitimate distinction between one resident and another that would justify different fees; and absent objective differences, different fees cannot be charged to different residents on the basis of the reservations' purpose;

NOW THEREFORE BE IT RESOLVED, September 7, 2010, that the Board of Directors of this Corporation hereby adopts a policy whereby one equal hourly rate for private party, club and church/religious reservations is applied as follows:

- A Resident Room Reservation Fee shall be charged for the amount of time required for the use of a reservable room, beginning with a 2 hour minimum and increasing in hourly increments thereafter.

- A Setup Fee shall be charged for the time blocked out prior to and/or after each reservation necessary to prepare/clean up the room, during which the room is not available to other users.
- The Resident Room Reservation Fee and Setup Fee shall be based on the estimated hourly cost of each reservable room, rounded up to the nearest dollar, and will be adjusted annually on the basis of annual operational costs, capital costs, reservable hours, and a percentage to be shared by the Community at large.
- The Board of Directors will periodically review the estimated hourly cost of each reservable room and determine what percentage to be shared by the Community at large to apply in order to maintain an equitable and reasonable division between the user and the monthly assessment (per Resolution G-89-115, Guidelines for Shared Costs and Fees),

RESOLVED FURTHER, that the existing exception rates listed in the current fee schedule remain unchanged; and

RESOLVED FURTHER, that such policy shall be effective January 1, 2011; and

RESOLVED FURTHER, that Resolution 90-06-32 adopted May 2, 2006 is hereby amended (Recreation Division Fee Schedule) as to the Clubhouse Room Reservations; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

Director McArthur moved to approve the resolution. Director May seconded the motion and discussion ensued.

Members Corkey Eley (2401-2E), Marilyn Tilton (592-F), Terri Lutey (3232-D), Sheila Bass (5528-C), Harry Curtis (5371-2A), Sue Dearing (899-D), Pamela Grundke (2214-B), Lucie Falk (3377-A), Rae Tso (3256-A), Mary Wall (239-D), Jodie Foster (2162-C), and Lou Skogen (364-O) addressed the Board on the proposed policy.

Director Hatch responded to the numerous concerns with the policy.

Director Hatch moved to postpone the resolution to the August meeting to conform to the 30-day notification requirements. Director McArthur seconded the motion and the motion carried unanimously.

The Secretary of the Corporation read the following resolution approving the Percentage Chart relative to the Recreation Room Reservation Pricing Policy:

RESOLUTION 90-10

RESOLVED, September 7, 2010, that the Board of Directors hereby approves the following percentage to be shared by the Community at large relative to the Recreation Division Resident Room Reservation Fees and Setup Fees:

Room Category	Percentage Shared by Community
Community Center Rooms & Clubhouse Conference Rooms	1%
Multi-Purpose Rooms & Clubhouse 1 Art Studio	70%
Small Dining Rooms	30%
Main Lounges & Large Dining Rooms	85%
Clubhouse 3 Auditorium and Related Facilities	85%

RESOLVED FURTHER, that the charge for Clubhouse 3 Auditorium Event with Admission shall be \$345 per day; and

RESOLVED FURTHER, that such policy shall be effective January 1, 2011; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

Director McArthur moved to approve the resolution. Director Hatch seconded the motion and discussion ensued.

Members Corkey Eley (2401-2E), Pamela Grundke (2214-B), Sue Dearing (899-D), Sheila Bass (5528-C), Lucie Falk (3377-A), Terri Lutey (3232-D), and Marilyn Tilton (592-F) addressed the Board on the proposed percentage chart relative to Resident Room Reservation Fees and Setup Fees.

Directors May and Hatch responded to residents' concerns with the policy.

Director May moved to postpone the resolution to the August meeting to conform to the 30-day notification requirements. Director Miller seconded the motion and the motion carried unanimously.

Director Hatch commented on appointing advisors to the Community Activities Committee and encouraged residents to submit their names for the Board to consider.

In Director Larry Souza's absence, Director Bea McArthur reported from the Landscape Committee.

Director McArthur made a motion to adopt the scope of work for revitalizing the Community as presented at the Landscape Committee meeting. Director Hatch seconded the motion and discussion ensued.

Member Carol Moore (3399-A) spoke to the scope of work as a long range plan.

Without objection, Director McArthur withdrew her motion.

Director May made a motion to establish a Community Revitalization Ad Hoc Committee, to be comprised of representatives from each of the four Laguna Woods Village corporations, and the Committee shall submit a charter for approval by the GRF Board. Director McArthur seconded the motion and discussion ensued.

Member Corkey Eley (2401-2E) commented on the motion.

The motion carried by a vote of 7-0-2 (Directors Foster and Hammer abstained).

Director Jim Matson reported from the Golf Building Ad Hoc Committee.

Director Bob Hatch reported from the Land Use Ad Hoc Committee.

The Secretary of the Corporation read a proposed resolution approving the Land Use Ad Hoc Committee Charter. Director McArthur moved to approve the resolution. Director Hammer seconded the motion.

Members Corkey Eley (2401-2E), Pamela Grundke (2214-B), and Delsie Zuzak (674-A) addressed the Board on land sales and land use.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-10-55

Land Use Ad Hoc Committee Charter

WHEREAS, on December 1, 2009, the Board of Directors of this Corporation established the Land Use (entitlement) Ad Hoc Committee in accordance with the Golden Rain Foundation By-laws Article 7, Section 7.1.1 for the purpose of assisting the GRF Board of Directors in its efforts to receive entitlements for eight parcels owned by GRF;

NOW THEREFORE BE IT RESOLVED, July 6, 2010, that the Board of Directors hereby approves the Charter of the Land Use Ad Hoc Committee; and

RESOLVED FURTHER, that the Committee will work with its consultants, the staff of the City of Laguna Woods, any stakeholders that may have an interest in effecting said entitlements, and the managing agent; and will satisfy the

following objectives, all of which are subject to approval by the GRF Board of Directors:

- The Committee shall evaluate uses of the eight parcels owned by GRF using the draft land use plan produced by GRF with respect to these land use designations, site suitability, economic viability, availability of infrastructure and general plan consistency.
- The Committee shall consider issues for the parcels such as entitlement distribution for highest and best use, fiscal balance, stakeholders' sentiments and environmental impacts.
- The Committee will assess the current needs, plans, and perceptions of its stakeholders, corporate members, the City of Laguna Woods, and GRF's recreational demands both present and future.
- The Committee will facilitate surveys and town hall meetings as part of making such assessments.
- GRF has determined possible relocation sites for some of the potentially displaced amenities such as the Garden and Equestrian Centers; the Committee will assess the appropriateness of these relocations.
- The Committee will submit an application acceptable to the City of Laguna Woods, the Corporation, and member constituents for entitlements. The Committee will direct consultants and sub-consultants that may be needed to receive entitlements.
- Should the Committee desire or find the need to explore other objectives in order to better achieve the aforementioned goal, the Committee will seek such direction and approval from the GRF Board of Directors.
- The Committee will develop a reporting process and system to keep the GRF Board of Directors updated on the progress of the entitlement.
- The Committee will have the authority to direct the expenditure of funds from established and future Board approved appropriations where the Board has designated said appropriations for the purpose of the preparation of a specific plan document, preparation of environmental impact reports and other consultant services related to the entitlement process.

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

Director Lloyd Foster reported from the Maintenance and Construction Committee.

The Secretary of the Corporation read a proposed resolution authorizing a supplemental appropriation to complete an Energy Management System Study (EMS), Application Engineering and Design Engineering. Director McArthur moved to approve the resolution. Director May seconded the motion and discussion ensued.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-10-56

WHEREAS, the GRF facilities, such as the Community Center, clubhouses and service buildings, have control systems of varying types that control the heating, ventilation, air conditioning (HVAC) and lighting; and

WHEREAS, due to obsolescence of the current Energy Management System (EMS) that controls the heating, ventilation and air conditioning (HVAC) systems, the Board approved Capital Plan Item P10035 which appropriated \$31,350 to conduct an EMS study by an engineering consultant to obtain expert and specialized systems analysis and guidance for an EMS replacement; and

WHEREAS, competitive bids were obtained for the EMS Study and the lowest bid received exceeded the amount budgeted for Capital Plan Item P10035; and the bids also include costs for the Application Engineering and Design Engineering for the EMS replacement;

NOW THEREFORE BE IT RESOLVED, July 6, 2010, that the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$73,700 to be funded from the Facilities Fund to complete the Energy Management System Study, Application Engineering and Design Engineering for the EMS.

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

The Board discussed the jurisdiction of maintenance projects taking place in the Community Center which is owned by GRF, and occupied by employees of managing agent.

Without objection, the Board directed Staff to present a report to the Maintenance and Construction Committee.

Director Bea McArthur reported from the Broadband Services Committee.

Member Rae Tso (3256-A) commented on the Connexion service.

Director Ray Gros reported from the Security and Community Access Committee.

Director Gros made a motion to remove the Botts' Dots at the intersections of Via Mariposa East and Via Puerta. Director Hammer seconded the motion and the motion carried unanimously.

MEMBER COMMENTS

- Karel Brouwer (3189-C) commented on closed meetings.
- Lucie Falk (3377-A) commented on use of pools and showers.
- Ray Barrett (223-B) commented on the recycling program.
- Bud Nesvig (2392-3H) commented on his disciplinary hearing before the GRF Board.
- Corkey Eley (2401-2E) commented on her request to meet with Mr. Hart to review the governing documents.
- Mr. and Mrs. Jerry (689-A) commented on the Botts' Dots.
- Bevan Strom (30-A) commented on the governing documents.
- Mary Wall (239-D) commented on Media 55's advertisement in the Life After 50 magazine.
- Pamela Grundke (2214-B) announced that the topic of audits will be presented at the next Resident's Voice meeting and extended the invitation to the Board members to attend.
- Tuong Cao (2223-B) thanked the Board for approving the motion to remove the Botts' Dots and requested that they be removed in a timely manner.

DIRECTORS' RESPONSES TO MEMBER COMMENTS

- No responses were made.

DIRECTOR COMMENTS

- Director Foster commented on clubs bearing the cost for special requests.

MEETING RECESS

The regular open meeting recessed at 12:44 P.M. and reconvened into Executive Session at 1:15 P.M.

Summary of Previous Closed Session Meetings per Civil Code Section §1363.05

During its Regular Executive Session meeting of June 1, 2010, the Board reviewed and approved the minutes of the Special Executive Session meeting of April 27, 2010, the Joint Special Executive Session meeting of April 27, 2010, the Regular Executive Session meeting of May 4, 2010, and the Special Executive Session meeting of May 19, 2010; held three (3) disciplinary hearings; discussed contractual matters; and reviewed the litigation status report.

During its Special Executive Session meeting of June 9, 2010, the Board discussed contractual matters.

During its Special Executive Session meeting of June 15, 2010, the Board discussed litigation matters.

During its Special Executive Session meeting of June 22, 2010, the Board discussed contractual and litigation matters.

During its Special Executive Session meeting of June 30, 2010, the Board discussed litigation matters.

ADJOURNMENT

There being no further business to come before the Board of Directors, the meeting adjourned at 3:20 P.M.

Elizabeth McArthur, Secretary

POLICY GUIDELINES FOR ADMINISTRATION OF THE LAGUNA WOODS VILLAGE WEB SITE

MISSION STATEMENT

The Laguna Woods Village Web Site is owned and operated by the Golden Rain Foundation for the benefit of all residents and potential residents of Laguna Woods Village. It is intended to provide a broad variety of information which will enable residents and other interested parties to obtain current information about governance, project status, and the community's recreational, social, educational and cultural activities.

Residents and prospective residents are encouraged to visit the site as a resource for obtaining information about matters that relate to occupancy, membership, community rules and regulations; club and other organization news; and community activities.

PROHIBITED ACTIVITIES

Use of the Web Site in any way that is unlawful, harmful to or interferes with the use of the Web Site is prohibited; interferes with the use or enjoyment of others that use the Web Site; infringes on intellectual or copyright laws; results in the publication of any threatening or offensive material; is a security risk; or a violation of privacy or confidentiality. Failure to adhere to these rules or guidelines is a violation of the Web Site User's Agreement.

Controversial issues and arguments for or against governance policy or action will not be permitted, except that GRF may choose to state reasons for a Board decision.

UNLAWFUL ACTIVITIES

The Web Site shall not be used in connection with any criminal, civil or administrative violation of any applicable local, state, provincial, federal, national or international law, treaty, court order, ordinance, regulation or administrative rule.

INTELLECTUAL PROPERTY; COPYRIGHT LAWS; PRIVACY AND CONFIDENTIALITY LAWS

The Web Site shall not be used to engage in any activity that infringes, misappropriates or otherwise violates intellectual property rights; copyright laws; privacy laws or laws concerning confidentiality of the provider or any of its users.

THREATENING MATERIAL OR CONTENT

The Web Site shall not be used to post any comment or material that harasses or threatens the safety of others. In addition, GRF reserves the right to decline to post any content that is determined to be obscene, indecent, hateful, malicious, racist, defamatory, fraudulent, libelous, treasonous, excessively violent or promoting the use of violence or otherwise harmful to others.

INAPPROPRIATE INTERACTION WITH MINORS

The bulletin board will comply with all laws pertaining to the protection of minors.

CHILD PORNOGRAPHY

The bulletin board will not be used to publish, submit, receive, upload, download, or otherwise produce, transmit, distribute or store child pornography.

USER RESPONSIBILITIES

Users remain solely and fully responsible for the content of any material transmitted or posted on the bulletin board.

WEB SITE ADMINISTRATION

The web site is intended to be a means of disseminating information of general interest, providing easy access to policies of the governing bodies of Laguna Woods Village, and will not be used as a forum for opinion. GRF reserves the right to refuse, edit, or withdraw materials in violation of the Web Site Policy Guidelines, and to terminate the privileges of any organization to have a link on the Web Site.

Organizations wishing to have links on the Web Site shall execute a Web Site User's Agreement in which they acknowledge that their site linked from the Laguna Woods Village Web Site shall conform to the Policy Guidelines approved by the GRF Board. Requests will be evaluated by the Managing Agent's staff for conformity with the guidelines. Only clubs or other organizations, which have requested and received formal written approval, shall be permitted to have links to their web sites placed on the Laguna Woods Village Web Site.

At no time shall any information contain the words "Leisure" and "World", abbreviation LW or LWV consecutively as the community's name has been formally changed to Laguna Woods Village.

Assuming that the Information submitted by Laguna Woods Village clubs and other approved organizations will not be edited, and will be accepted as submitted. Authorized representatives of the participating clubs and organizations will be responsible for the timeliness and accuracy of material submitted. All material will be submitted in electronic form and posted to the organization's page by the organization's authorized person.

Our website host company has designed some online instruction for you to get acquainted with the basics of using the Laguna Woods Village Community Website to promote and inform others about your club.

Please click on the link to view the video in Flash.

http://training.commpro.com/LWV_intro0707/index.html

Here is a Trouble Shooting Tip Link that could be very helpful to you all as well.

http://hosting.commpro.com/training/tms_troubleshooting2/

Designated Staff Editors will make periodic reviews of contributing organizations' postings to ensure that content is in accord with Web Site Policy. In those cases in which the Managing Agent observes that submitted material may be controversial, defamatory or inappropriate to this site, the Staff Editor shall advise the submitting organization that the material must be withdrawn. If the organization wishes to challenge the Editor's decision, an appeal may be directed to the GRF Board for final resolution.

Each participating club or organization shall provide a disclaimer on its own posting stating that ***the content and opinions are solely those of that organization, and that neither GRF nor the Managing Agent is responsible for the accuracy or validity of content.***

LAGUNA WOODS VILLAGE WEB SITE USER'S AGREEMENT

NAME OF CLUB/ORGANIZATION:	
NAME OF DESIGNATED CLUB WEBSITE ADMINISTRATOR:	WEBSITE ADMINISTRATOR EMAIL ADDRESS:
WEBSITE ADMINISTRATOR ADDRESS:	WEBSITE ADMINISTRATOR PHONE #:
NAME OF AUTHORIZED REPRESENTATIVE	TITLE – Club President
<p>The undersigned is an officer of the organization named above. I am authorized to enter into this agreement in behalf of the organization. I have read the Laguna Woods Village Web Site Policy Guidelines and it is agreed that the organization will comply with them in every way. Further, the organization acknowledges that GRF may withdraw any materials posted on the site, and that the organization's right to have a link on the Web Site can be suspended for failure to comply with the Policy Guidelines. The link may be restored when the organization is able to demonstrate that it is in conformity with the Web Site Policy Guidelines.</p> <p>We also agree that the page assigned to this club/organization shall not have any commercial advertising without the prior written approval of the Golden Rain Foundation.</p>	
DATE	SIGNATURE