

OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
LAGUNA WOODS MUTUAL NO. FIFTY
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

November 17, 2016

The Board of Directors of Laguna Woods Mutual No. Fifty, a California non-profit mutual benefit corporation, met at 1:30p.m. on Thursday, November 17, 2016 at 24055 Paseo Del Lago West, Laguna Woods, California.

Directors Present: Ryna Rothberg-Chair, Henry Nahoum, Sy Wellikson, John Dalis

Staff Present: Katy Howe, Ed Presley, Chuck Johnson, Alba Tucker, Alex Banegas

CALL TO ORDER

President Ryna Rothberg called the meeting to order at 1:38 p.m. and established that a quorum was present.

PLEDGE OF ALLEGIANCE

Director Nahoum led the membership in the Pledge of Allegiance to the Flag.

APPROVAL OF AGENDA

Director Dalis moved to approve the Agenda.

APPROVAL OF MINUTES OF MEETING

Without objection, the Board approved the regular open minutes of October 20, 2016.

PRESIDENT'S COMMENTS

President Rothberg commented on:

- The brunch advertisement for Sunday November 20, 2016.
- St. Joseph hosting fall prevention December 1, 2016 at Laguna Woods page 7 of the Globe.
- Game room under construction.
- Camera usage volunteers and committee for photography events to develop a portfolio to use for television and advertisements.
- Candidates forum and please cast vote for Board Members.
- GRF new board members.

GOLDEN RAIN FOUNDATION REPORT

Ms. Howe reported on the activities that occurred at the Golden Rain Foundation's November 1st monthly meeting, including a new committee chair, upcoming prepaid 2017 capital expenditures, standards for garden plots in the garden centers, and the new neighborhood bus schedule, which will begin on December 1, 2016.

GENERAL MANAGER'S REPORT

Ms. Howe delivered her General Manager's report, including a reminder for members to vote for new Board Members by the Annual Meeting on December 1, an invitation to attend The Towers' monthly brunch on Sunday, November 20, the announcement of the Dining Services transition from Guckenheimer to Sodexo on Thursday, December 1, the announcement that the acoustic panel installation in Lortscher Hall is complete, the announcement that the Game Room has been closed for refurbishment for six weeks, the announcement that boiler replacements and exterior building painting will begin in the next couple months.

Ms. Howe also presented the monthly Maintenance Report, Food Service Report, and Resale and Leasing Report.

TREASURER'S REPORT

Director Nahoum presented figures from the Mutual Fifty balance sheet through September 30, 2016.

MEMBERS' COMMENTS

- Vickie Kasselheim, unit 1056, spoke about trees in front of the lobby entrance shedding fruit.
- Shelva Lenzkes, unit 401, proposed the addition of a beauty shop to The Towers. She also complained about dog droppings in public areas inside the building.
- Bea Gross, unit 707, spoke on the beauty parlor idea.
- Renee Merer, unit 1005, noted that it was taking too long between a move completing and the elevator padding not being removed.
- Ruth Stone, unit 602, spoke about Dining Services employees receiving the Holiday Fund.
- Maureen Mammula, unit 654, discussed her positive experience with Sodexo at Marine Corps Base Camp Pendleton.
- Pearl Schneider, unit 858, spoke about the brochure and advertisement holder being moved to a location where Tower II residents could use it easily as well.
- Anne Gilbert, unit 1403, spoke about someone using her carport for unit 1054.

RESPONSE TO MEMBERS' COMMENTS

Directors and the General Manager responded to Members' comments.

CONSENT CALENDAR

None.

OLD BUSINESS

Move Ping Pong Table to Key Club

Katy Howe spoke on the Board’s approval of moving one of the ping pong tables to the Key Club. She noted that immediately afterward, she received a petition to not move the ping pong table by all residents who play ping pong in the building.

Director Wellikson moved and Director Dalis seconded a motion for staff to postpone implementation of the previous motion until staff had distributed a questionnaire to residents regarding the use of ping pong tables and evaluated the cost of maintaining the current setup/takedown of ping pong tables twice a week. By a vote of 3-0-0, the motion carried.

Caregiver Building Use Fees

Secretary Wellikson read the proposed resolution:

RESOLUTION M50-17-XX

Caregiver Building Use Fees

WHEREAS, some residents within The Towers require assistance from private caregivers; and

WHEREAS, caregivers coming and going from The Towers and in and out of various units at The Towers place extra burden on all the systems of The Towers, including the elevators, parking, electricity, plumbing, and air conditioning/heat;

NOW THEREFORE BE IT RESOLVED, January 19, 2017, that the Board of Directors of this Corporation hereby approves the following fee schedule for hiring caregivers, effective February 1, 2017; and

Caregiver Hours/Day	Monthly Fee
0-4	\$40
5-8	\$80
9-24	\$120

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 Wellikson moved to postpone the resolution and amended policy to the January 2017 meeting to conform to the 30-day notification requirement. Director Nahoum seconded the motion. By a vote of 3-0-0, the motion carried.

Dog Park Proposal

Ms. Howe commented on a proposal by Linda Shaffer, unit 652, for a dog park. She noted that staff is looking at locations and recommends the board ask legal counsel for an evaluation of the potential liability to the association for building a park.

Director Wellikson moved and Director Nahoum seconded a motion to request legal counsel provide an opinion on the liability of building a dog park on Laguna Woods Mutual No. Fifty property. By a vote of 3-0-0, the motion carried.

Activities Committee – Charter

Secretary Wellikson read the proposed resolution:

Resolution 50-16-51

Activities Committee Charter

WHEREAS, Laguna Woods Mutual No. Fifty Bylaws, Article VIII, Section 1 states in part:

The Board may designate one or more Standing, Ad hoc or other committees, each to serve at the pleasure of the Board and each consisting of a sufficient number of Qualifying Mutual Fifty Resident Members to meet the needs of its particular function or functions. The duties and powers of these committees shall be determined by the Board, provided that the authority of each committee is limited to advising the Board and all final actions are subject to the specific approval of the Board;

NOW THEREFORE BE IT RESOLVED, November 17, 2016, the Board of Directors of this Corporation hereby approves the Activities Committee Charter and assigns the duties and responsibilities of the Committee as follows:

- Perform the duties imposed upon all standing committees as set forth in the current resolution entitled, “General Duties of Standing Committees”;
- Analyze all activities and resident participation; discuss possibilities and new ideas making recommendations to the Board as appropriate;
- The Committee shall meet monthly to review activities held and activities proposed;
- Activities shall be reviewed with the Activities Coordinator to ensure that they comply with the goals of the Board;
- The Committee shall assist the Coordinator in initiating new ideas consistent with the Committee Mission Statement;
- The Committee shall participate in hosting events;

- The Committee shall take an active role in greeting new Residents and hosting the New Resident Dinner;
- The Committee Member shall report at the Regular Board meeting concerning the Activities Committee events and plans;
- Each committee member shall be required to attend a minimum of three activities/events per month (not including the weekly recurring classes/events).
- Committee members shall not be absent from more than three meetings per year.

RESOLVED FURTHER, that resolution M50-15-57 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.

Director Wellikson moved the resolution. Director Dalis seconded the motion. By a vote of 3-0-0, the motion carried.

Monument Signs

Secretary Wellikson read the proposed resolution:

Resolution 50-16-52

Monument Signs at The Towers

WHEREAS, Laguna Woods Mutual No. Fifty (The Towers) is preparing for a building exterior repainting program; and

WHEREAS, monument signs around the building are either absent, dated, or inconsistent;

NOW THEREFORE BE IT RESOLVED, November 17, 2016, that the Board of Directors of this Corporation hereby approves the addition and replacement of monument signs as part of the building exterior painting program; 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 Wellikson moved the resolution. Director Nahoum seconded the motion. By a vote of 2-1-0 (Director Dalis opposed), the motion carried.

Building Signage

Director Rothberg commented that signs around the building need to be redone. Director Wellikson commented that the signs in refuse rooms were not all uniform and were not clear. The Board directed staff to evaluate updating signage throughout the building.

NEW BUSINESS (Items for Discussion and Consideration)

Mutual 50 Committee Updates

Secretary Wellikson read the proposed resolution:

RESOLUTION M50-16-53

Mutual Fifty Committee Appointments

RESOLVED, November 17, 2016, the Board of Directors of this Corporation is hereby authorized on behalf of the Corporation to establish and appoint members to the following Laguna Woods Mutual No. Fifty committees:

Activities Committee:

Audrey Small - Chair

Lorna Ingram

Alice Gokkes

Sylvia Belzer

Marge Harrison

Roz Kreeger

Vickie Kasselheim

Renee Merer

Estelle Nitikman

Estelle Kravitz

Katie Holgate

Susan Geib

Gloria Hollander

Saretta Berlin

Anita Margulis - Advisor

Business Planning:

Henry Nahoum

City of Laguna Woods General Plan Amendment Task Force

Ryna Rothberg

Finance Committee:

Henry Nahoum, Chair

Nancy Hou, Vice Chair
John Dalis
Tommy Hou
Steve Handelman

Marketing Committee:

Ryna Rothberg, Chair
Herb Harris
Renee Merer
Steve Handelman
Norm Stevens
Claire Weisberg
Flo Boggio

Orientation Committee:

Marilyn Ruekberg, Chair
Bea Gross
Roz Kreeger
Katie Holgate
Claire Weisberg
Idell Holburt
Sally Schwartz
Audrey Small

Architectural Control Committee (Committee of the Whole)

Ryna Rothberg - Chair

RESOLVED FURTHER, that Resolution M50-16-45, adopted October 20, 2016 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.

Director Wellikson moved the resolution. Director Nahoum seconded the motion. By a vote of 3-0-0, the motion carried.

Obsolete Equipment Policy

Secretary Wellikson read the proposed resolution:

RESOLUTION 50-16-54

OBSOLETE EQUIPMENT POLICY

WHEREAS, in the normal course of business Laguna Woods Mutual No. 50 replaces items of equipment that have reached the end of their economic lives, have become expensive or impossible to maintain or have otherwise become obsolete; and

WHEREAS, Laguna Woods Mutual No. 50 determines through its capital planning process or via supplemental appropriation which items of capital equipment are to be replaced; and

WHEREAS, unless otherwise expressly authorized by the Board of Directors of this Corporation, all items shall be disposed of; and

WHEREAS, Laguna Woods Mutual No. 50 desires to optimize the proceeds from the disposal of such equipment;

NOW THEREFORE BE IT RESOLVED, January 19, 2017 that all Laguna Woods Mutual No. 50 equipment to be disposed of will be sold using a variety of selling methods, with a minimum 30-day notice prior to sale, including off-site auctioneer, on-site auctioneer, on-site sales, sealed bid process, and online classified advertisements to provide the maximum net proceeds as determined by the Purchasing Agent and General Manager; and

RESOLVED FURTHER, that parts can be removed from certain obsolete vehicles and equipment if those parts are difficult to procure or the value of keeping the parts is more than the estimated sale of the obsolete equipment; and

RESOLVED FURTHER, that the Purchasing Agent and General Manager will inform equipment dealers and others who may be interested in purchasing any of the obsolete equipment; and

RESOLVED FURTHER, that any notice will include a place and times for inspection of the equipment and a date or deadline for bidding; and

RESOLVED FURTHER, that a minimum acceptable bid amount will be set on all equipment to be disposed of that has an estimated value of \$1,000 or more, as determined by the manager of the user department in conjunction with the Purchasing Agent & General Manager; and

RESOLVED FURTHER, vehicles to be disposed of shall be noticed to the residents for a sealed bid auction with a minimum reserve; if the minimum reserve is not met at the sealed bid auction the vehicle will be sent to public auction; and

RESOLVED FURTHER, that when using the sealed bid process, all bids will be opened by the Purchasing Agent & General Manager, and the highest bid will be accepted; and

RESOLVED FURTHER, that all such sales will be for cash and will be consummated, including removal of the obsolete equipment from Laguna Woods Mutual No. 50 premises, within two weeks of acceptance of bid, and

RESOLVED FURTHER, that any equipment that is deemed to pose a significant threat to the safety of a purchaser or user, or would cost more money to sell than the estimated value of the item, or remains unsold after all reasonable efforts are made, will be disposed of in the proper waste receptacle and in compliance with applicable laws and ordinances after notification to the Laguna Woods Mutual No. 50 Treasurer; and

RESOLVED FURTHER, that any individual participating in the decision to dispose of an obsolete item shall be precluded from purchasing that item; and

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

Director Wellikson moved the resolution. Director Dalis seconded the motion. By a vote of 3-0-0, the motion carried.

Ventilation System Cleaning

The Board evaluated the information available to date, which included costs to clean out the vents within individual units. By consensus, the Board declined to move forward until they have a cost to perform vent cleaning in the entire building and directed staff to develop that cost.

MUTUAL FIFTY COMMITTEE REPORTS

Activities Committee Report – Rene Merer

Rene Merer reported on the actions of the Activities Committee.

Finance Committee – Henry Nahoum

Director Nahoum reported on the actions of the Finance Committee.

Marketing Committee – Ryna Rothberg

No meeting held, no report.

Orientation Committee Meeting – Marilyn Ruekberg

No meeting held, no report.

GRF COMMITTEE REPORTS

Community Activities Committee - John Dalis

Director Dalis reported that at the GRF Community Activities Committee they discussed that the community is spending a lot on coffee for the clubhouses. He also gave an update on the clubhouse 2 reopening.

Energy Committee - John Dalis

Director Dalis reported there was no meeting held.

Finance Committee – Henry Nahoum

Director Nahoum gave the report from the GRF Finance Committee meeting.

Landscape Committee – Sy Wellikson

No meeting held, no report.

Maintenance and Construction Committee – Ryna Rothberg

No report.

Media and Communications Committee- Sy Wellikson

Director Wellikson reported on the actions of the GRF Media and Communications Committee.

Mobility and Vehicles Committee - John Dalis

No meeting held, no report.

Security and Community Access – Sy Wellikson

No report.

Laguna Woods Traffic Hearings – Henry Nahoum/John Dalis

Directors Nahoum and Dalis reported on the actions of the Traffic Hearings.

Board Member Closing Comments

Board members Wellikson and Rothberg reminded members to vote in the upcoming Board election.

RECESS

The meeting recessed at 3:27 p.m. and reconvened into Executive Session at 3:38 p.m.

Summary of Previous Closed Session Meetings per Civil Code Section 4935

During its Regular Executive Session meeting of October 20, 2016, the Board approved the minutes of the September 15, 2016 Regular Executive Session, and discussed contractual and legal matters.

The meeting was adjourned at 5:10 p.m.

Sy Wellikson, Secretary