

## REGULAR MEETING

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

Thursday February 18, 2021

The Board of Directors of Laguna Woods Mutual No. Fifty, a California non-profit mutual benefit corporation, met at 2:00 p.m. on Thursday, February 18, 2021 at 24055 Paseo Del Lago West, Laguna Woods, California.

**Directors Present:** Ryna Rothberg-Chair, Al Amado, John Carter and Inesa Nord-Leth and Margaret Bennett

**Directors Absent:** None.

**Staff Present:** Ariana Rodriguez, Lisa Armstrong, Renee Pedroza, Ed Presley, German Cuenca, Tom Kenyon

**Others Present:** Howard Miller, Norman Smith

#### **CALL TO ORDER**

Director Rothberg called the meeting to order at 2:03 p.m. and established that a quorum was present.

#### **APPROVAL OF AGENDA**

By unanimous consent, the Board moved to amend the agenda and add to New Business a proposal for installation of lighting in the Hearth Rooms.

#### **SECRETARY REPORT**

Without objection, the Board approved the minutes of:

- January 21, 2021 General Session Meeting Minutes

#### **CHAIR REMARKS**

Ms. Rothberg informed the membership of the notice that went out regarding Friday's COVID-19 Vaccine clinic. She also updated everyone on city engaging with an architecture to build a new branch and that the county would staff that branch.

#### **MANAGEMENT REPORT**

Ms. Armstrong gave the management reports for January 2021, including: The Resale Report, the Leasing Report, and the Dining Services Reports (including budget figures/variances).

### **TREASURER'S REPORT**

Director Amado reported presented financial figures Y.T.D. including the year end losses and extra income received throughout the year.

Director Amado moved to approve the November and December 2020 Financial Reports. Director Carter seconded the motion. By a vote of 5-0-0, the motion passed.

### **HOMEOWNER FORUM**

Resident Idel Holbert reported that resales and pricing of the units are low. She wants to know what the board doing about this.

Resident Steven Chang questioned the GRF Facilities Fee and thinks it would be fair to pay purchasing price for unit.

Resident Renee Merer questioned why special dinners (Superbowl Dinner, Valentine's Day, Mardi Gras) are late and incorrect.

The Board addressed the following comments:

Ms. Rothberg informed Mr. Chang the GRF Fee is beyond the Board control.

Ms. Rothberg informed Ms. Holbert on the future projects of the Marketing Committee. Ms. Armstrong also informed of the Mutual Fifty remodeled units.

Sodexo Staff explained the processes for delivery service on holiday dinners.

### **COMMITTEE REPORTS**

Board of Directors gave an update on their committees.

### **UNFINISHED BUSINESS**

#### **LBW Insurance Proposals**

Howard Miller from LBW Insurance attended the meeting to present the proposals to the Board and answer any questions.

The Board is requesting an official report, not a verbal report, on what is covered in IT's backups and what they provide for The Towers'. No Board action was taken on the proposals.

#### **GRF Emergency Radio Approval Letter**

At the January 21<sup>st</sup> Board Meeting, the Board approved the installation of the GRF Emergency Radio Antenna. This installation requires FCC authorization to transmit on a specific frequency. To obtain an authorized set of frequencies, SCRRBA requires an approval letter from the owner (Mutual 50) of the property where the repeater is located.

Director Carter moved to send approval letter. Director Amado seconded the motion. By a vote of 5-0-0, the motion passed.

#### **Reopening Plan Discussion – Front Desk Operations**

Director Carter moved to push back the elimination of the temperature station, eliminate the elevator limit and the elimination of the storage/delivery of packages altogether to March 15<sup>th</sup>. Director Amado seconded the motion. Discussion ensued. By a vote of 3-2-0, (Directors Rothberg and Nord-Leth opposed) the motion passed.

#### **Reopening Plan Discussion – Activities**

Director Carter moved to move to Level 3 which includes limited indoor and outdoor activities by March 15, 2021 with indoor seating for up to 30 residents. Director Amado seconded the motion. Discussion ensued. By a vote of 3-2-0, (Directors Rothberg and Nord-Leth opposed) the motion passed.

#### **Reopening Plan Discussion – Dining Services**

Mr. Cuenca proposed to move to Phase 2 (meal take out and Room Service) by March 15, 2021. Director Carter moved to approve Phase 2 by March 15, 2021. Director Amado seconded the motion. Discussion ensued. By a vote of 5-0-0, the motion passed.

#### **Mutual Fifty Rules and Regulations**

Director Nord-Leth read the following resolution:

##### **Resolution M50-20-04**

##### **Mutual Fifty Rules & Regulations**

**WHEREAS**, on December 1, 2020, the Mutual Fifty Board of Directors adopted Resolution M50-20-30, outlining rules and regulations of the corporation to be given to escrow and leasing offices for the information of new residents and lessees: and

**WHEREAS**, with the changes in policies necessitated by COVID-19, these forms needed revision;

**NOW THEREFORE BE IT RESOLVED**, as of February 18, 2021, the following rules have been approved by the Board of Directors as follows:

1. When a home is purchased in The Towers and the buyer is approved for Membership, he/she becomes a member of Laguna Woods Mutual Fifty, a California non-profit mutual benefit corporation and a resident member in the Golden Rain Foundation of Laguna Woods, also a California non-profit mutual benefit corporation.

2. Laguna Woods Mutual No. Fifty is jointly owned in undivided interest by the

311 owners of the respective units comprising The Towers, which is managed as a condominium project under the direction of its elected resident Board of Directors. The Corporation has retained a managing agent for the purpose of executing its policies and Business Plan.

3. The Golden Rain Foundation holds in trust for all Laguna Woods Village residents all common properties such as golf courses, clubhouses, buses, swimming pools, etc. It is also managed under the direction of its elected resident Board of Directors. Mutual Fifty Directors are elected by the 311 members and Directors of GRF are elected by the corporate members, United Laguna Hills Mutual, Third Laguna Hills Mutual, and Laguna Woods Mutual No. Fifty Board of Directors.
4. The residents of The Towers are provided reception desk services; housekeeping services; common area maintenance service; dining services; and educational and recreational activities. Services beyond what the Board determines to be basic services may be provided as a chargeable service, at an additional cost to the resident.
5. The Towers is not an assisted care facility. The residents must be capable of self-care or financially able to provide for health care attendants.
6. Personalized Motorized Vehicles are permitted within The Towers common area when prescribed by a doctor.
7. Residents are required to dress in acceptable clothing, appropriate to the location and occasion when in the common areas and to conduct themselves in an acceptable manner. There is a dress code in the dining rooms.
8. The monthly assessment for each unit does not include property taxes for the unit, telephone, internet and premium cable service, personal property insurance, and maintenance of the living space of the unit.
9. Each unit is provided with housekeeping services - every other week.
10. The monthly assessments include the cost of a daily meal. Additional fees may be charged if the resident purchases more meals than a daily meal.
11. Gratuity to staff is prohibited at The Towers.
12. There have been occasions when residents have been rude to staff, sometimes causing staff members to resign from his/her position. To avoid this, when an incident of rudeness to staff occurs, the Board of Directors may discipline the resident, including fining the resident up to five hundred dollars (\$500.00) depending upon the severity of the incident.
13. Residents are allowed up to two pets in their unit. Residents who wish to keep pets in their unit must make application to the Mutual and obtain approval before the pet may reside. Applications are available in The Towers Administration office. The Board of Directors may discipline any resident who violates this policy. This does not apply to personal assistance animals.
14. When Residents plan to move into The Towers or move out of The Towers, they MUST schedule the move with the Reception Desk at (949) 597-4278.

15. All construction and remodeling planned within a unit MUST be scheduled through the Maintenance shop (949) 434-5614.
16. Visitors must sanitize their hands and proceed directly to the unit that they are visiting.
17. Visitors must bring their own masks and must wear them in Common Areas including elevators and hallways.
18. All work being done by outside vendors must abide by Visitor Rules.
19. Personal property may not be left anywhere in the Common Area for any period of time.
20. In-Room Dining Service at no charge.
21. Full-service housecleaning is performed bi-weekly for each resident requesting it.
22. Residents must wear a face mask at all times while the housekeeping staff and maintenance staff is in the Resident's unit and must make all reasonable efforts to maintain distance from the housekeeping staff.
23. No group gatherings in common area indoor spaces with the exception of Lortscher Hall and the Lobby.
24. Minimum of six feet of distance is to be kept between residents at all times in both interior and exterior common area spaces.
25. Masks are required to be worn by residents, visitors, invitees, and staff in all common areas.
26. All caregivers must enter the building through the front entrance anytime they enter or re-enter the building (same as any other visitor).
27. All caregivers must go directly to the residence for which they are employed.
28. Caregivers must not enter the residence of any resident other than their employer.
29. Caregivers must not congregate with other caregivers inside any residence or common area.
30. Towers' General Manager is authorized by the Board to make exceptions to any of the Rules with the permission of the Board President.

**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.

**This resolution has satisfied the required 28-day comment period per the Davis Sterling Common Interest Development Act.**

By unanimous consent the Board approved to make these rules effective March 15, 2021.

#### **Electric Vehicle Charging Station Update**

Mr. Presley informed the Board that he is working with Steven Leonard and that he should have a proposal for next month.

**Vaccine Update**

Ms. Armstrong gave an update on the upcoming Vaccine Clinic including the time changes.

**NEW BUSINESS**

**Change in Meeting Time**

Director Carter moved to change the General Session Meeting to 10 a.m. Director Amado seconded the motion. By a vote of 5-0-0, the motion passed.

**Emergency Preparedness Plan**

Norman Smith, from The Sawicki Group, presented to the Board some thoughts and shared some resources for the best plans of action should it be needed. The Board thanked Mr. Smith and requested a proposal from him. The Board also instructed Ms. Armstrong to have PMP obtain two additional bids.

**Garbage Disposals**

Director Amado moved to no longer allow for the replacement of garbage disposals. Director Rothberg seconded the motion. Discussion ensued. By unanimous consent the motion passed.

**Additional Lighting in Both Hearth Rooms**

By unanimous consent the Board postponed this item for the March Meeting.

**ADJOURNMENT**

The Meeting was adjourned at 4:31 p.m.



Inesa Nord-Leth, Secretary