

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

April 16, 2009

The Board of Directors of Laguna Woods Mutual Fifty, a California non-profit mutual benefit corporation, met at 2:00 P.M. on Thursday, April 16, 2009 at 24055 Paseo del Lago West, Laguna Woods, California.

Directors Present: Dick Gray, Chair; Ruth Mervis; Richard Wurzel; and Herb Harris

Directors Absent: Keith Wallace

Others Present: Judie Zoerhof, Milt Johns, Patty Kurzet

1. Call to Order:

Dick Gray, Chair, stated that it was a regular meeting of the Corporation and that a quorum was present. The meeting was called to order at 2:00 P.M.

2. Pledge of Allegiance to the Flag:

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

3. Approval of the Minutes

Without objection, the minutes of the Regular Meeting of March 19, 2009 and the Special Meeting of March 27, 2009 were approved as submitted.

4. President's Comments

Due to the length of the meeting, President Gray did not make any comments.

5. Old Business

a. Approve Protocol for Food Credit Rebate

The Secretary of the Corporation, Director Mervis, read a proposed resolution approving a protocol to receive a food credit rebate. Director Mervis moved to approve the resolution. Director Harris seconded the motion.

By a vote of 3-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-27

WHEREAS, Resolution M50-02-02 dated January 17, 2002 provides, as a part of the budget system to allow a \$2.85 per day food credit from the first day of the month subsequent to the vacancy when:

1. The manor is unoccupied;
2. The manor must be for sale or for lease; and

3. The manor is not the permanent address of the owner(s);

WHEREAS, there is confusion regarding the facts and timing on claims for the Food Credit,

WHEREAS, families and successor Trustees request the right to dine without a guest meal ticket purchase and still apply for the Food Credit;

NOW THEREFORE BE IT RESOLVED, April 16, 2009, the Board of Directors of this Corporation on behalf of the Corporation hereby approves the following policy criteria that must all be met in order to qualify for a Food Credit from the first day of the month subsequent to vacancy;

1. The manor is unoccupied;
2. The manor must be for sale or for lease;
3. The manor is not the permanent address of the owner(s);
4. Each eligible Member is responsible for applying for the food credit, and for providing proof that he or she meets each of the identified criterion;
5. Each eligible Member must provide application for the food credit by submitting all necessary information to support entitlement to the credit as well as the amount requested to the Towers Administration Office;
6. Non Resident owners who desire to dine at the Towers must sign a waiver attesting to the fact that they will not request the food rebate if they are planning to dine at the Towers;
7. No membership delinquent with regard to the monthly assessment is eligible for the Raw Food Rebate until and after the delinquency is brought current;

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

b. **Conex Disaster Preparation Action**

Director Mervis read a proposed resolution approving a storage site for an earthquake disaster. Director Mervis moved to approve the resolution. Director Harris seconded the motion and discussion ensued.

By a vote of 2-1-0 (Director Mervis opposed), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-28

WHEREAS, in the event of an emergency the Towers currently has stocked emergency supplies, however, should the Towers becomes severely damaged in the aftermath of an earthquake of sufficient magnitude, residents could find themselves in need of supplies stored outside the building;

NOW THEREFORE BE IT RESOLVED, April 16, 2009, that the Board of Directors of this Corporation on behalf of the Corporation hereby authorizes a supplemental appropriation of \$4,400 to purchase a mobile trailer and stock it with survival blankets, food bars, and water to render the Towers relief for 3-5 days; and

RESOLVED FURTHER, that the trailer shall be located behind Tower I at the extreme north end of the parking lot; 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.

c. **Approve installing Mechanical Locks**

Director Mervis read a proposed resolution approving to install 350 Mechanical Door Master Key Locks for the individual units from a portion of the \$160,000 appropriated from the 2008 Reserve Expenditure Plan for computer managed access control. Director Mervis moved to approve the resolution. Director Harris seconded the motion and discussion ensued.

Members Marilyn Ruekberg (405), Mollie Hayes (105), and Eleanor Wagner (851) commented on the resolution.

By a vote of 2-1-0 (Director Wurzel opposed), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-29

WHEREAS, Laguna Woods Mutual No. Fifty has caused to be installed a computer managed access control door locking system for 12 exterior doors;

WHEREAS, the 2008 Reserve Expenditure Plan approved \$160,000 to continue the computer managed access control door locking system for one half of the individual unit doors with the second half to be installed in 2009;

NOW THEREFORE BE IT RESOLVED, April 16, 2009, that the Board of Directors of this Corporation on behalf of the corporation hereby approves that a portion of the \$160,000 from the 2008 Reserve Expenditure Plan for computer managed access control, in the amount not to exceed \$100,000, shall be used to acquire and install 350 Mechanical Door Master Key Locks for the individual units;

RESOLVED FURTHER, that the computer managed door locking system for the individual unit doors shall not be continued at this time; and

RESOLVED FURTHER, that Resolution M50-08-34 dated July 17, 2008 is hereby amended as to the amount to be expended; 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.

d. **Approve Policy for Wiring Carports for Charging Golf Carts**

Director Mervis read the following proposed resolution approving a policy for wiring carports for electricity to charge golf carts:

RESOLUTION M50-09

WHEREAS, Resolution M50-02-41 dated October 17, 2002 established the fee for charging a golf cart in the carport to be \$72 annually; and

WHEREAS, not all carport spaces have access to electrical connections;

NOW THEREFORE BE IT RESOLVED, May 21, 2009, that the Board of Directors of this Corporation on behalf of the Corporation hereby approves the policy that the applying member is responsible for the cost of additional wiring to establish the necessary connections; and

RESOLVED FURTHER, that these costs shall be determined by the distance from the electrical source to the specific carport; 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 motion was moved and seconded last month and President Gray announced that the resolution establishes the policy and that it is necessary that it go through the 30-day notification process.

Without objection, the Board postponed the resolution to the May Meeting to satisfy the required statutory thirty-day notice requirement.

6. New Business

a. **Establish Key Club Ad Hoc Committee**

Director Mervis read a proposed resolution establishing an Ad Hoc Committee to plan refurbishment of the Key Club. Director Mervis moved to approve the resolution. Director Harris seconded the motion.

By a vote of 3-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-30

WHEREAS, Resolution M50-07-04 dated February 15, 2007 revised the General Duties imposed upon each Advisory Committee of this corporation as:

1. Advise and recommend to the Board, service levels and expectations in the committee's area of concern;
2. Assure mutual understanding, between the Committee and the Board, of approved goals, policies and expectations;
3. Keep informed generally regarding the extent and quality of operational and/or contractor performance;
4. Seek optimum benefit/cost results in the committee's area of concern;
5. Review on a continuing basis the long range needs of Mutual Fifty, its residents, facilities, services and programs, within the committee's area of concern, and develop information that will assist this corporation in addressing anticipated future needs within their areas of responsibility. Forward recommendations and information based on said review to the Board of Directors of this corporation;
6. Work in concert with Mutual 50's ethics policy.

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, April 16, 2009, that the Board of Directors of this corporation hereby approves the Ad Hoc Advisory Committee on Key Club Planning and assigns the duties and responsibilities of the Committee as follows:

1. Perform the duties imposed upon all advisory committees as set forth in the current resolution entitled, "General Duties of Advisory Committees" as noted above;
2. Discuss a Plan for renovation of the Key Club incorporating ideas and plans for use of space;
3. This Plan will include carpet and some upholstering of existing furnishings;
4. This committee shall be made up of:
 - Richard Wurzel, Chair
 - Herb Harris
 - Dianne Schlientz
5. The Committee will serve at the pleasure of the Board;

6. The committee will take this opportunity to discuss proposed action and no action shall be taken at the meeting of the Ad Hoc Advisory Committee on Key Club Planning;
7. The committee will reserve the right to close the meeting for Executive Session should a matter arise that is presented under the law as a reason for Executive Session.

RESOLVED FURTHER, that the report of meeting will be distributed to the Board in their agenda package as soon as feasible and possible prior to the Regular meeting unless restricted by unforeseen circumstance;

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.

b. **Approve of Supplemental Appropriation to Carpet Key Club**

Director Mervis read a proposed resolution approving a supplemental appropriation to carpet the Key Club. Director Mervis moved to approve the resolution. Director Wurzel seconded the motion.

Member Marilyn Ruekberg (405) commented on the resolution.

By a vote of 3-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-31

WHEREAS, the Ad Hoc Advisory Committee on Key Club Planning is established to refurbish the Key Club;

NOW THEREFORE BE IT RESOLVED, April 16, 2009, that the Board of Directors of this Corporation on behalf of the Corporation hereby approves a Supplemental Appropriation in the amount of \$10,000 from the Replacement Reserve Fund for the purpose of installing a specific type of new carpet in the Key Club, the adjacent hall, and the stairs to Lounge II;

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.

c. **Approve Supplemental Appropriation to Add Window Film to Common Area Windows**

Director Mervis read a proposed resolution approving a supplemental appropriation to add window film to common area windows. Director Mervis moved to approve the resolution. Director Harris seconded the motion.

By a vote of 3-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-32

WHEREAS, the Board of Directors requested information with regard to the advantages of installing insulated window film on windows exposed to direct sunlight; and

WHEREAS, Staff presented a subject report titled "Sun Control Window Film" dated June 19, 2008 which incorporated the findings of a consultant's report that projected the potential benefits of installing sun control film on Towers' windows; and

WHEREAS, since Mutual Fifty is not able to offer the sun control window film to individual members, the individual members should consider installing the film at their own expense due to the numerous advantages of the film both to the resident in comfort and quality of life and the corporation in potential cost avoidance;

NOW THEREFORE BE IT RESOLVED, April 16, 2009, that the Board of Directors hereby approves a Supplemental Appropriation not to exceed \$41,209 from the Facilities Renovation Fund for the purpose of installing Ceramic 30 insulated window film on Common Area windows and East, Southeast, and West facing Mutual owned units; and

RESOLVED FURTHER, windows to be included in the project are identified by the Board from the attached list; 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.

d. Review Dining Room Dress Code

The Board reviewed its dress code for the Crystal Dining Room and the California Dining Room and agreed that no changes were necessary.

Member Eleanor Wagner (851) commented on the code.

e. Approval of GRF Marketing Strategy to Inform Realtors of Village Resale Requirements

Ms. Judie Zoerhof provided a summary of GRF's marketing strategy to inform Realtors of the Village's resale requirements.

Without objection, the Mutual 50 Board of Directors endorses the Laguna Woods Village Real Estate Education Seminar, as approved by GRF, to include mutual housing

information pertaining specifically to Mutual 50, as well as marketing tools and materials to help market condominium properties in Mutual 50 as part of the Real Estate Education Seminar for local realtors.

f. **Approve Recording of Delinquent Assessment Lien for Member ID 932-960-27**

Director Mervis read a proposed resolution approving the recording of a delinquent assessment lien for Member 932-960-27. Director Mervis moved to approve the resolution. Director Wurzel seconded the motion.

By a vote of 3-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-33

WHEREAS, Member ID 932-960-27 is currently delinquent to Laguna Woods Mutual Fifty with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, April 16, 2009, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-960-27; 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.

g. **Approve Recording of Delinquent Assessment Lien for Member ID 932-961-05**

Director Mervis read a proposed resolution approving the recording of a delinquent assessment lien for Member 932-961-05. Director Mervis moved to approve the resolution. Director Wurzel seconded the motion.

By a vote of 3-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION M50-09-34

WHEREAS, Member ID 932-961-05 is currently delinquent to Laguna Woods Mutual Fifty with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with

no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, April 16, 2009, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-961-05; 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.

7. Discussion Items

President Gray announced that the Board is entertaining any thoughts or ideas from the membership on the "Greening of the Towers" and encouraged residents to come forward with any other issues and actions.

8. Members' Comments

- No comments were made.

9. Financial and Budget Report:

In Director Wallace's absence, Director Harris reported on the Financial and Budget Report.

10. City of Laguna Woods:

No one reported on behalf of the City of Laguna Woods.

11. Standing Committee Reports:

- Activities Committee:** in Lorna Ingram's absence, JoAnn Cramer reported on behalf of the Activities Committee.
- Business Planning Committee:** No one reported on behalf of the Business Planning Committee.
- Information and Orientation Committee:** In Freda Sullivan's absence, JoAnn Cramer reported on behalf of the Information and Orientation Committee.
- Architectural Control Committee:** No one reported on behalf of the Architectural Control Committee.
- Marketing Ad Hoc Advisory Committee:** No one reported on behalf of the Marketing Ad Hoc Advisory Committee.

12. GRF Committees:

- Community Activities Committee:** No report was given.
- Broadband Services Committee:** No report was given.
- Government and Public Relations Committee:** Ms. Zoerhof reported on behalf of the Government and Public Relations Committee.
- Bus Services Committee:** Director Harris reported on behalf of the Bus Services Committee.
- Select Audit Committee:** No report was given.

- f. **Finance:** Director Harris reported on behalf of the Finance Committee.
- g. **Security Committee:** Director Wurzel reported on behalf of the Security Committee.

13. Golden Rain Foundation

Mr. Milt Johns reported on the April 7, 2009 Golden Rain Foundation Board Meeting.

14. Resale and Leasing Reports

Mr. Milt Johns reported on the year-to-date resale and leasing activity.

15. Administrator's Report

Judie Zoerhof reported on the upcoming Town Hall meeting on Thursday April 23, 2009 to present the Ceramic 30 window film installation to the membership.

16. Directors' Forum

Director Harris commented on his attendance at the City regarding its plan to widen Moulton Parkway; and commented on the need to fill vacant units.

Recess

The meeting recessed at 3:21 P.M. and reconvened into Executive Session at 3:26 P.M.

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

During its March 27, 2009 Special Executive Session Board Meeting, the Board accepted a Deed to a unit and discussed other delinquency matters.

There being no further business to come before the Board, the meeting was adjourned at 3:38 P.M.

Ruth Mervis, Secretary