

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

**May 21, 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, May 21, 2009 at 24055 Paseo del Lago West, Laguna Woods, California.

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

**Directors Absent:** None

**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 Wallace 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 April 16, 2009 and the Workshop Meeting of May 7, 2009 were approved as submitted.

**4. President's Comments**

President Gray entertained comments from the residents on shopping carts.

**5. Old Business**

**a. Conex Disaster Preparation Action**

The Board discussed its resolution to purchase a mobile trailer and stock it with survival blankets, food bars, and water to render the Towers relief for 3-5 days during an earthquake disaster and due to the water shortage. The Board agreed to put a moratorium on the purchase of the mobile trailer for one year.

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

Director Mervis read a proposed resolution approving a policy for wiring carports for electricity to charge golf carts. Director Mervis moved to approve the resolution. Director Harris seconded the motion and discussion ensued.

By a vote of 4-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION M50-09-36**

**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.

**6. New Business**

**a. Establish Protocol for a Complaint Form**

Director Mervis read a proposed resolution establishing a protocol for a Complaint Form. Director Mervis moved to approve the resolution. Director Wurzel seconded the motion.

By a vote of 4-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION M50-09-37**

**WHEREAS**, in order for residents to notify Staff of potential violations, a tool is necessary to effectively investigate such complaints;

**NOW THEREFORE BE IT RESOLVED**, May 21, 2009, that the Board of Directors of this Corporation hereby adopts the attached Towers Complaint Form for residents' use; and

**RESOLVED FURTHER**, that the Form may be used as part of the Disciplinary action process as outlined in the Bylaws of Mutual Fifty; 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.

**b. Approve Realtor to Represent Mutual Fifty Property**

Director Mervis read a proposed resolution approving a Realtor as recommended by the marketing firm of Quinn/Tweedie to represent Mutual owned property. Director Mervis

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

By a vote of 4-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION M50-09-38**

**WHEREAS**, The Marketing Firm of Quinn/Tweedie has been investigating Realtors who are knowledgeable, enthusiastic, and aggressive in their approach to marketing Mutual Fifty units;

**NOW THEREFORE BE IT RESOLVED**, May 21, 2009, that the Board of Directors of this Corporation hereby approves the following Realtor to represent Mutual Fifty properties for resale and/or lease:

Cathy Flores

**RESOLVED FURTHER**, that the Realtor will track leads (individuals who express interest in Mutual Fifty) produced by the marketing process and report on the progress; 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 Revised Nominating Committee**

Director Mervis read a proposed resolution approving the revised appointments to the Nominating Committee. Director Mervis moved to approve the resolution. Director Wurzel seconded the motion and discussion ensued.

By a vote of 4-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION M50-09-39**

**WHEREAS**, Laguna Woods Mutual No. Fifty Bylaws, Article IX Section 1 states in part: "The Nominating Committee shall consist of three (3) to five (5) Mutual Members of the Corporation to hold office to the end of the calendar year in which appointed and until a successor has been elected and qualified."

**NOW THEREFORE BE IT RESOLVED**, May 21, 2009 that the Board of Directors of this Corporation hereby appoints the following members to serve on the Nominating Committee:

Jack Hammen, Chair  
Marilyn Ruekberg

Justine Ratner  
Mina Landy

**RESOLVED FURTHER**, that Resolution M50-09-13 adopted February 19, 2009 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.

d. **Approve Standards for Future Installation of Window Film**

Director Mervis read the following standard for future installations of window film:

**RESOLUTION M50-09-**

**WHEREAS**, by way of Resolution M50-09-32, the Board of Directors of this Corporation approved the installation of Ceramic 30 insulated window film on Common Area windows and Mutual owned units; and

**WHEREAS**, in order to maintain uniformity in appearance and the most effective means of insulation, a standard for window film is necessary;

**NOW THEREFORE BE IT RESOLVED**, July 16, 2009, that the Board of Directors of this Corporation hereby adopts Ceramic 30 3M window film or the equivalent as a standard for window film at the Towers; 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 Mervis moved to approve the resolution. Director Wurzel seconded the motion and discussion ensued.

Some residents who have already installed the film on their manor windows commented in favor of the film's effectiveness.

Member Clara Zimmerman (358) commented on the cost of the installation.

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

e. **Approval to Discontinue use of word "Rossmoor"**

The Secretary of the Corporation read a proposed resolution approving removal of the word "Rossmoor" from three monument signs. Director Mervis moved to approve the resolution. Director Wurzel seconded the motion, and discussion ensued.

By a vote of 4-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION M50-09-40**

**WHEREAS**, the Marketing Firm of Quinn/Tweedie recommends certain modifications in the Towers nomenclature; and

**WHEREAS**, the term "Rossmoor" is not part of the legal name of the corporation;

**NOW THEREFORE BE IT RESOLVED**, May 21, 2009, the Board of Directors of this Corporation hereby approves removal of the word "Rossmoor" from the monument signs at the entrance to the Towers; and

**RESOLVED FURTHER**, that all designations for the Corporation shall be either "Laguna Woods Mutual No. Fifty", "The Towers"; or "The Towers at Laguna Woods Village"; 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.

Member Lillian Lever (551) addressed the Board on adding the address on the monument signs.

f. **Approve to Single Source Window Film Installation**

Director Mervis read a proposed resolution approving to single source the Ceramic 30 window film installation on the common area windows. Director Mervis moved to approve the resolution. Director Harris seconded the motion, and discussion ensued.

By a vote of 3-1-0 (Director Wurzel opposed), the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION M50-09-41**

**WHEREAS**, by way of Resolution M50-09-32, the Board of Directors of this Corporation approved the installation of Ceramic 30 insulated window film;

**WHEREAS**, the vendor has been working with Staff for two years and is knowledgeable of the common area windows and is knowledgeable regarding how the film will impact Mutual Fifty's utility costs;

**NOW THEREFORE BE IT RESOLVED**, May 21, 2009, that the Board of Directors of this Corporation hereby authorizes staff to single source the project to ADEC, Inc., the vendor most knowledgeable regarding Mutual Fifty's project to install the Ceramic 30 3M window film on the common area windows;

**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 commented on the use of the timely return of Mutual Fifty carts.

Members Joe Hathaway (901), Juanita Malone (459), Lillian Lever (551), and Lorna Ingram (1161) commented on the number of carts left around the Towers.

President Gray commented on using the Sewing Room for artists to paint and encouraged anyone interested to come forth with comments.

Member Lorna Ingram (1161) commented on the lighting in the room.

President Gray announced that anyone interested in touring the Kitchen should make arrangements through the Towers Administration Office on the second floor.

Ms. Zoerhof announced that the annual smoke detector and air filter inspections shall be performed concurrently with the lock installation and leak inspections.

A discussion was held relative to decreasing the lighting in the Dining Room.

Member Lorna Ingram (1161) commented on the idea.

Ms. Zoerhof reported on Quinn/Tweedie's work on marketing the Towers, by way of the website and recommending a Realtor to represent Mutual Fifty properties for resale and/or leasing the Units.

President Gray thanked resident, Bob Lutz for his ideas used in the third floor resident kitchen.

Mr. Johns commented on GRF's proposed effort to pursue legislation to charge a Transfer Fee.

Director Harris commented on the new Club called "Friends of the Village" to promote the positive image of the Village.

Director Wurzel commented on the Key Club's renovation project.

## **8. Members' Comments**

- Joe Hathaway (901) commented on the number of delinquencies.

## **9. Financial and Budget Report:**

Director Harris reported on the Financial and Budget Report.

**10. Standing Committee Reports:**

- a. **Activities Committee:** Lorna Ingram reported on behalf of the Activities Committee.
- b. **Business Planning Committee:** No one reported on behalf of the Business Planning Committee.
- c. **Information and Orientation Committee:** Freda Sullivan reported on behalf of the Information and Orientation Committee.
- d. **Architectural Control Committee:** No one reported on behalf of the Architectural Control Committee.
- e. **Marketing Ad Hoc Advisory Committee:** No one reported on behalf of the Marketing Ad Hoc Advisory Committee.

**11. GRF Committees:**

- a. **Community Activities Committee:** No report was given.
- b. **Broadband Services Committee:** Director Wallace reported on behalf of the Broadband Committee.
- c. **Government and Public Relations Committee:** No report was given.
- d. **Bus Services Committee:** Director Harris reported on behalf of the Bus Services Committee.

Member Janet Schwartz (512) commented on the Bus Services.

- e. **Select Audit Committee:** No report was given.
- f. **Finance:** No report was given.
- g. **Security Committee:** No report was given.

**12. Golden Rain Foundation**

Mr. Milt Johns reported on the May 5, 2009 Golden Rain Foundation Board Meeting.

**13. Resale and Leasing Reports**

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

**14. Administrator's Report**

Judie Zoerhof announced the installation of a computer in the library for internet access, reported on the continuance of paper napkins in the dining room, and encouraged residents to conserve water due to the water shortage.

Member Herb Parker (308) commented on classes on using the library computer.

**15. Directors' Forum**

- No comments were made.

**Recess**

The meeting recessed at 3:46 P.M. and reconvened into Executive Session at 3:49 P.M.

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

During its April 16, 2009 Regular Executive Session Board Meeting, the Board approved the Minutes from the March 19, 2009 Regular Executive Session and the March 27, 2009 Special Executive Session; considered setting foreclosure sale dates; and approved the recording of a Notice of Default for Member ID 932-962-94; and discussed other delinquency matters.

There being no further business to come before the Board, the meeting was adjourned at 4:15 P.M.

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Ruth Mervis, Secretary

**TOWERS COMPLAINT FORM – REQUEST FOR INVESTIGATION OF VIOLATION**

**24055 Paseo Del Lago W.  
 Laguna Woods, CA 92637**

<b>NAME OF COMPLAINANT 1:</b>	<b>SUITE #</b>	<b>TEL. #</b>	<b>DATE</b>
<b>NAME OF COMPLAINANT 2:</b>	<b>SUITE #</b>	<b>TEL. #</b>	<b>DATE</b>
<b>NAME OF ALLEGED VIOLATOR (S):</b>			<b>SUITE #</b>

**NATURE OF VIOLATION**

<input type="checkbox"/> <b>PET ISSUES</b> Date reported to Security _____  <input type="checkbox"/> <b>DISTURBANCE / NOISE</b> Date reported to Security _____	<input type="checkbox"/> <b>ALTERCATION WITH RESIDENT</b>  <input type="checkbox"/> <b>CLUTTER</b>  <input type="checkbox"/> <b>60-DAY GUEST LIMIT EXCEEDED</b>  <input type="checkbox"/> <b>UNAUTHORIZED CARE PROVIDER</b>	<input type="checkbox"/> <b>ILLEGAL OCCUPANT(S)</b> <input type="checkbox"/> <b>ILLEGAL LESSEE(S)</b> <input type="checkbox"/> <b>UNREGISTERED CO-OCCUPANT</b> <input type="checkbox"/> <b>UNAPPROVED ALTERATION</b>
<input type="checkbox"/> <b>OTHER:</b>		

**PLEASE PRINT**  
**STATE NATURE OF COMPLAINT - DATES, TIMES, OBSERVATIONS, ETC.**  
**(If more room is required to explain complaint, use other side of this form)**


***FOR OFFICE USE ONLY***

**ACTION TAKEN BY** \_\_\_\_\_

<input type="checkbox"/> Telephone call made to complainant(s)	Date:
<input type="checkbox"/> Telephone call made to alleged violator(s)	Date:
<input type="checkbox"/> Letter mailed to alleged violator(s)	Date:

<input type="checkbox"/> <b>Referred to Security</b>	<b>Date:</b>
<input type="checkbox"/> <b>Other:</b> _____	<b>Date:</b>

**DISPOSITION**

<input type="checkbox"/> <b>Violation Resolved</b>	<input type="checkbox"/> <b>Referred to Board of Directors for Hearing</b>
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