



**MINUTES OF THE SPECIAL OPEN MEETING OF THE BOARD OF DIRECTORS OF  
THIRD LAGUNA HILLS MUTUAL  
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Tuesday, May 31, 2022 – 9:30 a.m.**  
24351 El Toro Road, Laguna Woods, California  
Hybrid Meeting

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**Directors Present:** Robert Mutchnick, Lynn Jarrett, Mark Laws, John Frankel, Ralph Engdahl, Annie McCary, Donna Rane-Szostak, Jim Cook, Cush Bhada, Ira Lewis

**Directors Absent:** Craig Wayne

**Staff Present:** Siobhan Foster, Steve Hormuth, Jose Campos, Robert Carroll, Manuel Gomez, Ian Barnette, Baltazar Mejia, Erika Hernandez

**Others Present:** Third – Advisor: Wei-Ming Tao, Lee Isaacs  
VMS – Raquel Unger

**Call Meeting to Order – President Robert Mutchnick**

President Mutchnick called the meeting to order at 9:35 a.m. and established a quorum.

**Approval of the Agenda**

Hearing no objections to the agenda, the agenda was approved unanimously.

**Chair Remarks**

President Mutchnick stated that the purpose of the budget review is to provide staff direction to the Finance department, General Services and Maintenance and Construction.

**Open Forum (Three Minutes per Speaker) None.**

**Review of the 2023 Business Plan – Version 1 – Maintenance Review**

Jose Campos, Assistant Director of Financial Services, shared that 2023 budget calendar and restated the purpose of the meeting and welcomed Robert Carroll, Director of General Services, and Manuel Gomez, Director of Maintenance and Construction.

Robert Carroll presented an overview of the proposed Version 1 2023 Business Plan General Services to review and gain some direction and make changes, if necessary.

Manuel Gomez presented an overview of the proposed Version 1 2023 Business Plan for Maintenance for review and to gain some direction and make changes. By consensus, the Board directed staff to take the following actions:

- Fire Protection - Add \$21,800 for Dryer Vent Cleaning
- Waste Line Remediation - Add \$300,000
- Termite Inspections – Add \$50,000
- Water Pressure Regulator Valves - Add \$200,000

The Board asked several questions. Questions were either addressed as they arose or noted by Staff. Answers to pending questions will be emailed to Board members at a later date.

### **Adjournment**

The meeting was adjourned at 12:30 p.m.

**Mark W. Laws**

Mark W. Laws (Jun 21, 2022 20:27 PDT)

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**Mark Laws, President**

**Third Laguna Hills Mutual Board of Directors**