



## **REPORT OF THE REGULAR OPEN MEETING OF THE THIRD LAGUNA HILLS MUTUAL FINANCE COMMITTEE**

Tuesday, February 5, 2019 – 1:30 p.m.  
Laguna Woods Village Community Center Sycamore Room, 24351 El Toro Road

**MEMBERS PRESENT:** Jack Connelly – Chair, Rosemarie diLorenzo, Steve Parsons, Roy Bruninghaus, Cush Bhada, John Frankel, John Pearlstone, Lynn Jarrett, Bunny Carpenter  
Advisors: Wei-Ming Tao, John Hess, Michael Cunningham

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Betty Parker, Steve Hormuth, Christopher Swanson

### **Call to Order**

Director Jack Connelly, Treasurer, chaired the meeting and called it to order at 1:30 p.m.

### **Approval of Meeting Agenda**

A motion was made and carried unanimously to approve the agenda with the following addition:

- Chargeable Services Billing

### **Approval of Meeting Report for January 8, 2019**

A motion was made and carried unanimously to approve the Committee report as presented.

### **Department Head Update**

Betty Parker, Chief Financial Officer, advised of the BlackRock portfolio review scheduled at the upcoming February 20, 2019 GRF Finance Committee meeting and encouraged all board members to attend. Also, an update was given on the recruitment process for unfilled analyst position.

### **Preliminary Financial Statements Dated December 31, 2018**

The Committee reviewed financials and a handout showing detail of compensation and related variances by work center. Questions were addressed, with a request for additional information on the following items: current month increase in chargeable service revenue, year-end variance in non-union medical, higher demand charges from SCE, and detail of legal fees and outside services.

### **Solar Update**

The Committee reviewed a first-year billing summary for the Solar System for Buildings 2381, 2391, 2394, 3242 and 5510. The Committee requested a summary sheet showing credits received in the first year of operation for each system and similar information for 2018.

**Chargeable Services Billing**

Director Frankel commented on the Chargeable Services billing process, specifically the timing between completion of work and generation of an invoice, and asked staff to review for accuracy and opportunities for improvement.

**Future Agenda Items**

2018 Solar Updates

**Committee Member Comments**

Director diLorenzo proposed a written policy to prevent over-spending of the annual operating budgets. Ms. Parker will discuss this issue with the new CEO and improve awareness of financial results at standing committees.

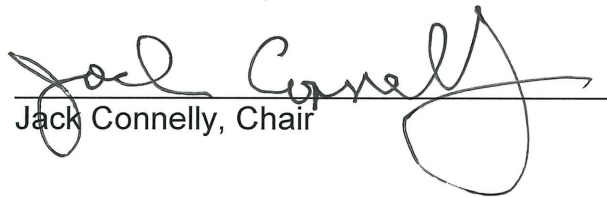
Director Pearlstone requested an operating statement differentiating between operating and reserves.

**Date of Next Meeting**

Tuesday, March 5, 2019 at 1:30 p.m. in the Board Room.

**Recess to Closed Session**

The meeting recessed at 2:59 p.m.

  
Jack Connelly, Chair