



SPECIAL OPEN MEETING

**SPECIAL OPEN MEETING OF THE BOARD OF DIRECTORS
OF UNITED LAGUNA WOODS MUTUAL,
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Thursday, June 27, 2024, at 9:30 a.m.
Laguna Woods Village Community Center
Willow Room/Virtual Meeting
24351 El Toro Road
Laguna Woods California**

<https://us06web.zoom.us/j/95563492734>

Dial by Phone: +1 669-900-6833

Webinar ID: 955 6349 2734

The purpose of this meeting is to conduct the special open United Mutual Board Meeting in accordance with *Civil Code §4930* and was hereby noticed in accordance with *Civil Code §4920*

- 1. Call Meeting to Order / Establish Quorum – First Vice President Quam**
- 2. Approval of the Agenda**
- 3. New Business**
 - a. Entertain a Motion to Approve Revenue Ad Hoc Committee
- 4. Members' Comments**
- 5. Directors' Comments**
- 6. Adjournment**

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STAFF REPORT

DATE: June 27, 2024
FOR: Board of Directors
SUBJECT: Revenue Ad Hoc Committee

RECOMMENDATION

Staff recommends the Board approve the formation of a 90-Day Ad Hoc Committee to research and investigate revenue resources for United Laguna Woods Mutual. At the conclusion of 90 days the Revenue Ad Hoc Committee will report to the Board its findings and recommendations.

BACKGROUND

On June 11, 2024, the United Board of Directors discussed forming a 90-day ad hoc committee whose purpose would be to research and investigate additional revenue sources to be used to offset increasing monthly assessments. The Board approved a motion instructing Director Liberatore, the sponsor of the ad hoc committee, to draft a mission statement for the proposed committee and bring it back to the Board for approval.

DISCUSSION

At the direction of the United Board, Director Liberatore has supplied staff with the Board requested Mission Statement (Attachment 1). If the Board approves the formation of the ad hoc committee, staff will notice a series of meeting over the period of 90 days.

FINANCIAL ANALYSIS

Current revenue sources for United include both Assessments and Non-Assessment Revenues. In 2024, the amount budgeted for non-assessment revenues is \$2,970,271. This \$2.9M includes Operating Fund Revenues such as:

- Merchandise sales from the warehouse
- Chargeable services for residents
- Laundry room revenue
- Resale / Lease / Stock Transfer processing
- Late charges and collection fees

A complete list of revenues is included in the monthly financial.

Investment income is not included in the \$2.9M noted above given investment earnings contribute to the Reserve Fund.

The Revenue Ad Hoc Committee may take note that to decrease monthly assessments by \$1.00 per manor per month, the offsetting annual revenue should equal \$75,876 (12 months x 6,323 manors).

Prepared By: Steve Hormuth, Director of Financial Services

Reviewed By: Jose Campos, Assistant Director of Financial Services

ATTACHMENT(S):
Attachment 1 Revenue Ad Hoc Committee Mission Statement (Mandamus)
Attachment 2 Resolution 01-24-XX

**MANDAMUS
OR CHARTER**

Mission statement

This Ad-hoc Committee is mandated to investigate and research nonprofit revenue sources. Furthermore through discussion and debate organize it search and to present it structured organized fashion to the full board in a period to end 90 days after its initial meeting

MEMBERSHIP

The committee will consist of three directors that are current and in good standing with Abutted. These directors have voting powers.

This committee may have no more than 3 advisors as per United bylaws which states that advisors cannot outnumber directors.

Staff members to be determined.

AUTHORITY:

This committee will be governed by Article 13, sec. 2 which established Robert's Rules of parliamentary procedure as the Parliamentary authority.

Responsibilities

to investigate and research nonprofit revenue sources. Further to discuss and accumulate this research in an appropriate format to be presented to the full board at its first meeting at the conclusion of this ad hoc committee tenure

MEETINGS:

Times and places to be determined by availability of staff Facilities and directors. A quorum of two is required for this committee to conduct its business

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RESOLUTION 01-24-XX

Revenue Ad Hoc Committee

WHEREAS, the United Laguna Woods Mutual Board of Directors has expressed concern over inflationary cost increases to maintain mutual property and services and is searching for potential sources of revenue to offset said increases.

NOW THEREFORE BE IT RESOLVED, June 27, 2024, the Board of Directors hereby forms a Revenue Ad Hoc Committee and assigns the duties and responsibilities as follows:

MISSION

The purpose of the Revenue Ad Hoc Committee is to identify sources of additional revenue and report back to the Board with findings and recommendations.

MEMBERSHIP

The Revenue Ad Hoc Committee shall be comprised of three current Directors from the United Laguna Woods Mutual Board and no more than three advisors selected from at-large members. At-large members will be United owners and may or may not currently serve as an advisor to another committee.

DUTIES AND RESPONSIBILITIES

1. The Revenue Ad Hoc Committee will be chaired by a current Director from the United Laguna Woods Mutual Board as voted upon at the first noticed ad hoc committee meeting.

RESOLVED FURTHER, the Revenue Ad Hoc Committee will be automatically disbanded the sooner of 90 days after the approval of formation, upon conclusion of the duties and responsibilities assigned herein or when directed by the Board.

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