

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

December 8, 2015

The Regular Meeting of the Board of Directors of United Laguna Woods Mutual, a California Non-Profit Mutual Benefit Corporation, was held on Tuesday, December 8, 2015 at 9:00 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Lenny Ross, Juanita Skillman, Jack Bassler, Pat English, Ming-Lee Chang, Ken Hammer, Don Tibbetts, Jan LaBarge, Barbara Copley

Directors Absent: Tom Sirkel (Open Session Only) and Eva Lydick

Staff Present: Open Session: Jerry Storage, Kim Taylor
Executive Session: Jerry Storage, Cris Robinson, Kim Taylor, Wendy Panizza, Blessilda Fernandez, Pamela Bashline

Others Present: Jeff Beaumont Esq. of Beaumont Gitlin Tashjian (Executive Session, via phone)

CALL TO ORDER

Lenny Ross, President of the Corporation, chaired and opened the meeting, and stated that it was a Regular Meeting held pursuant to notice duly given. A quorum was established, and the meeting was called to order at 9:00 AM.

PLEDGE OF ALLEGIANCE

Director Jan LaBarge led the Pledge of Allegiance to the Flag.

President Ross acknowledged the passing of Third Director John McRae and read a statement prepared by United Director Jan LaBarge.

ACKNOWLEDGEMENT OF MEDIA

A representative of the Laguna Woods Globe was present and the Channel 6 Camera Crew, by way of remote cameras, was acknowledged as present.

APPROVAL OF AGENDA

Director Hammer moved to approve the agenda as written. Director LaBarge seconded the motion.

By a vote of 7-0-0 the motion carried and the agenda was approved as written.

UNITED MUTUAL MEMBER COMMENTS AND PUBLIC FORUM

United Mutual Members were given the opportunity to speak to items that are not on the agenda.

John Beckett (364-Q) asked the Board to discuss the Use Agreement in the open session portion of the meeting in lieu of the closed session.

RESPONSE TO MEMBER COMMENTS

The United Mutual Directors briefly responded to Member Comments.

CHAIR'S REMARKS

President Ross commented on the Village Management Services Inc. Board of Directors specifically Anthony Liberatore was elected Chair and Joe Rainey was appointed Vice Chair. President Ross spoke to continued communication between the United Mutual Board and the VMS Board. President Ross spoke to the progress of the CEO/General Manager interviews. President Ross thanked former GRF President Kathryn Feshley and Secretary Mary Stone for all their hard work and wished everyone Happy Holidays.

APPROVAL OF MINUTES

(8a) Director LaBarge moved to approve the regular open session minutes of November 10, 2015 as written. Director Hammer seconded the motion.

By a vote of 7-0-0 the motion carried.

UNFINISHED BUSINESS

No Unfinished Business came before the Board.

NEW BUSINESS

(10a) Entertain motion to appoint United Mutual Director to fill vacancy term ending 2016:

The following applicants provided a brief summary of their qualifications: Barbara Copley and Dorothy Jane Dorrell.

Director Hammer moved to commence balloting, Director Tibbetts seconded the motion. By a vote of 7-0-0 the motion carried and ballots were distributed to the Directors.

Director Hammer moved to cease balloting, Director Tibbetts seconded the motion. By a vote of 7-0-0 the motion carried.

By way of secret vote Barbara Copley was appointed to fill the vacancy, term ending 2016.

Director Copley was seated with the rest of the Board.

CONSENT CALENDAR

(11) Without objection, the Board approved the Consent Calendar as written and approved the following:

(11a) Maintenance and Construction Committee Recommendations:

RESOLUTION 01-15-162

Laundry Room Walkway Request - Laundry Facility 31

RESOLVED, December 8, 2015, that the appeal request of Mr. Frank Warsinski of Manor 124-F to have the Mutual install a new walkway between Building 124 and Laundry facility 31, is hereby approved; and

RESOLVED FURTHER, that removal of the Eucalyptus tree and installation of walkway from Laundry Facility 31 courtyard to Building 124 is at Mutual expense, pursuant to a physician verification of disability requiring reasonable accommodation; 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.

RESOLUTION 01-15-163

Reimbursement Request

RESOLVED, December 8, 2015, that the reimbursement request of Mr. and Ms. Leonard Gardner, former Mutual Members of Manor 197-C, for relocation and lodging expenses and carrying charges during restoration work at Manor 197-C in 2014 is hereby denied; and

RESOLVED FURTHER, the denial is due to neither the Mutual's governing documents nor state law require the Mutual to reimburse Mr. and Mrs. Gardner for lodging or carrying charge expenses they incurred during restoration of the manor; 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.

RESOLUTION 01-15-164

Variance Request

RESOLVED, December 8, 2015, that the variance request of Mr. Mirwais Adalat to construct a bathroom addition in the atrium at Manor 320-D Avenida Carmel, is hereby approved; and

RESOLVED FURTHER, all future costs and maintenance associated with the subject alteration are the responsibility of the Mutual Member(s) at 320-D; and

RESOLVED FURTHER, a required Mutual Consent for Manor Alteration(s) and a City of Laguna Woods permit must be obtained and the appropriate City of Laguna Woods permit number(s) must be submitted to the Manor Alterations Department office located in the Laguna Woods Village Community Center; and

RESOLVED FURTHER, the Mutual Member must submit detailed site specific construction plans including structural, plumbing and electrical plans prepared by a California licensed architect to confirm that the proposed alterations will not negatively impact the integrity of the building's structure, plumbing and electrical systems; and

RESOLVED FURTHER, Board has, from time to time, received complaints of noise transference due to alterations within the interior of neighboring manors. For example, alterations to walls that allow noise to travel differently, alterations to plumbing that cause water noises within the shared walls, or alterations to floor coverings. The Board advises the member that should the Board receive such a complaint concerning an alteration, the requesting member may be subject to member disciplinary proceedings and could be required to take additional noise mitigating measures, up to and including removing the alteration and restoring to original; and

RESOLVED FURTHER, Mutual Consent and City permits must be initiated prior to manor transfer and within 6 months of the Board's approval; 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.

RESOLUTION 01-15-165

Variance Request

RESOLVED, December 8, 2015, that the variance request of Ms. Claudia Nelson to retain French doors in the living room at Manor 956-G Calle Aragon, is hereby approved; and

RESOLVED, all future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 956-G; and

RESOLVED, a required Mutual Consent for Manor Alteration(s) and a City of Laguna Woods permit must be obtained and the appropriate City of Laguna Woods permit number(s) must be submitted to the Manor Alterations Department office located in the Laguna Woods Village Community Center; and

RESOLVED, the stucco finish around the subject French doors must match the existing stucco finish; and

RESOLVED, Mutual Consent and City permits must be initiated prior to manor transfer and within 6 months of the Board's approval; and

RESOLVED, the member will be noticed for a hearing due to the rules violation; 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.

RESOLUTION 01-15-166

Variance Request

RESOLVED, December 8, 2015, that the variance request of Mr. James Kramer and Ms. Kathleen Kramer to retain a paver side patio addition and a sliding glass door in the bedroom at Manor 2012-B Via Mariposa West, is hereby approved; and

RESOLVED, all costs for installation, repair, and maintenance associated with the subject alterations are the responsibility of the Mutual Member(s) at 2012-B; and

RESOLVED, a required Mutual Consent for Manor Alteration(s) and a City of Laguna Woods permit must be obtained and the appropriate City of Laguna Woods permit number(s) must be submitted to the Manor Alterations Department office located in the Laguna Woods Village Community Center; and

RESOLVED, all landscape, irrigation, and drainage modifications associated with the alteration (if any) are to be completed by the Landscape Division at the expense of the Mutual Members(s) at 2012-B; and

RESOLVED, Mutual Consent and City permits must be initiated prior to manor transfer and within 6 months of the Board's approval; and

RESOLVED, the Mutual member will be noticed for a hearing due to the rules violation; 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.

(11b) Landscape Committee Recommendations:

None

(11c) Finance Committee Recommendations:

None

(12) GENERAL MANAGER'S REPORT

Jerry Storage provided a brief update on the ongoing projects in GRF and United Mutual Comments on the General Managers report were given by Directors Copley, Hammer and Member Jane Dorrell.

COMMITTEE REPORTS

(13) FINANCE REPORT

Director Pat English reported from the Finance Committee, gave the United Treasurer's Report, and commented on the Resale Activities Report.

(14) Maintenance and Construction Committee

Director Tibbetts reported from the Maintenance and Construction Committee.

(14a) Director Tibbetts moved to award Newport Exterminating Company rodent infestation clean-out in the attics of Manors 101-F Via Estrada, 277-A Avenida Carmel, 846-O Ronda Mendoza and 846-P Ronda Mendoza, at a cost of \$11,698.00, funded as an unbudgeted operating expense through the Miscellaneous Repairs by Outside Services line item in General Maintenance. Director English seconded the motion.

By a vote of 8-0-0 the motion carried.

Staff was advised that variance requests for use of common area are on hold until the Board clarifies the matter.

(15) Energy Committee

Director Bassler reported from the Energy Committee.

(16) Water Conservation Ad Hoc Committee

Director Bassler reported from the Water Conservation Ad Hoc Committee.

(17) Landscape Committee

In Director Lydick's absence, Director LaBarge reported from the Landscape Committee.

(18) Governing Documents Review Committee

Director Skillman reported from the Governing Documents Review Committee.

(19) Parking Committee

Director Hammer reported from the Parking Committee.

(20) Report on Disciplinary Cases

In Director Sirkel's absence, Director LaBarge reported on the Disciplinary cases.

(21) Laguna Woods Village Traffic Hearings

Director Hammer reported from the Laguna Woods Village Traffic Hearings.

(22) GRF COMMITTEE HIGHLIGHTS

No highlights were given from GRF Committees.

(23) DIRECTORS' FORUM

The Directors briefly made final comments.

MEETING RECESS

The Regular Open Session Meeting recessed at 10:15 AM and reconvened into the Regular Executive Session at 10:30 AM.

ADJOURNMENT

With no further business before the Board of Directors, the meeting was adjourned at 3:30 PM.

Juanita Skillman, Secretary
United Laguna Woods Mutual

Summary of Previous Closed Session Meetings per Civil Code Section §4935

During the November 10, 2015 Regular Executive Session meeting the Board reviewed and approved the minutes of September 8, 2015 – Regular Executive Session, September 24, 2015 – Executive Committee Meeting, October 22, 2015 – Executive Committee Meeting, October 22, 2015 – Special Executive Meeting as written; approved two (2) hearing requests; held one (1) Meet and Confer; heard four (4) disciplinary hearings and imposed \$800 in fines for violations of the Mutual's rules and regulations; discussed the delinquency report; discussed and considered numerous Member disciplinary matters; discussed and considered Membership and Occupancy matters; and discussed litigation matters.

During the October 6, 13, 20, and 30, 2015 Special Closed Session All Boards meetings the Board discussed and considered contractual and legal matters.

During the Special Executive meeting of November 6, 2015 the Board discussed and considered the Management Agreement.

During the Special Executive meetings of November 20, 2015 the Board discussed and considered contractual and legal matters.