



OPEN MEETING

REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL  
GOVERNING DOCUMENTS REVIEW COMMITTEE

Thursday, January 18, 2024 – 1:30 P.M.  
Board Room/Virtual Meeting  
Laguna Woods Village Community Center

**AGENDA NOTICE**

1. Call to Order Maggie Blackwell
2. Approval of Agenda Maggie Blackwell
3. Approval of Reports: Maggie Blackwell
  - a. December 21, 2023
4. Chair's Remarks Maggie Blackwell
5. Member Comments - *At this time Only United Members may address the Committee regarding items not on the agenda and within the jurisdiction of this Committee. The Committee reserves the right to limit the total amount of time allotted for Member Comments to thirty-minutes. Each individual has no longer than three-minutes. A Member may speak only once during the Member Comments. Speakers may not give their time to other people, no audio or video recording by attendees and no rude or threatening comments.*

Laguna Woods Village owner/residents are welcome to participate in committee meetings and submit comments or questions regarding virtual committee meetings using one of two options:

- a. Via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and manor number must be included.
- b. Join the Committee meeting via Zoom at: <https://us06web.zoom.us/j/99710468599> or by dialing 669-900-6833 / Access Code: 997 1046 8599

**Items for Discussion and Consideration**

6. Financial Requirements (Oral Discussion) Maggie Blackwell
7. Bylaws and Operating Rules (Oral Discussion) Maggie Blackwell

**Concluding Business:**

8. Committee Member Comments

9. Future Agenda Items – *All matters listed under Future Agenda Items are items for a future Committee meeting. No action will be taken by the Committee on these agenda items at this meeting.*
  - a. None
10. Adjournment

**\*A quorum of the United Board, or more, may be present at the meeting.**

Maggie Blackwell, Chair  
Francis Gomez, Staff Officer  
(949) 268-4207



**OPEN MEETING**

REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL  
GOVERNING DOCUMENTS REVIEW COMMITTEE

Thursday, December 21, 2023 – 1:30 p.m.  
BOARD ROOM/VIRTUAL MEETING  
Laguna Woods Village Community Center  
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Maggie Blackwell – Chair, Nancy Carlson and Alison Bok

MEMBER ABSENT: Vidya Kale

ADVISORS PRESENT: Dick Rader and Juanita Skillman (via Zoom)

ADVISORS ABSENT: Mary Stone

STAFF PRESENT: Francis Gomez, Pamela Bashline and Ruby Rojas

**CALL TO ORDER**

Maggie Blackwell, Chair, called the meeting to order at 1:32 p.m.

**APPROVAL OF THE AGENDA**

Director Carlson made a motion to approve the agenda. Director Bok seconded the motion.

By unanimous consent, the motion passed.

**APPROVAL OF REPORTS**

Director Bok made a motion to approve the report for November 16, 2023. Director Carlson seconded the motion.

By unanimous consent, the motion passed.

**CHAIR'S REMARKS**

Chair Blackwell commented on the difficulty of navigating both the Mutual and County website.

**MEMBER COMMENTS**

None.

**ITEMS FOR DISCUSSION**

**6. Resale Package**

Ms. Pamela Bashline, Community Services Manager, provided a redline version of the “Resale Package” for the Committee to review in respect to uniformity and consistency. The Committee discussed and elected to make minor changes to the document for the Boards review.

A member made a comment regarding the Alteration Investigation process. The Committee responded to the member.

Director Carlson made a motion to update minor edits for the Boards review. Director Bok seconded the motion.

By unanimous consent, the motion passed.

Ms. Bashline left the meeting at 2:23 p.m.

**7. Smoking Policy**

Ms. Francis Gomez, Compliance Manager, presented the Smoking Policy for the Committees review and discussion. The Committee discussed and elected to make minor changes to the document for the Boards review.

Director Carlson made a motion to update minor edits for the Boards review. Director Bok seconded the motion.

By unanimous consent, the motion passed.

**Concluding Business**

**Committee Member Comments**

The Committee wished happy holidays to their peers, staff and members of the community.

**Future Agenda Items**

- a. Financial Requirements
- b. Bylaws and Operating Rules

**Date of Next Meeting**

The next meeting is scheduled for Thursday, January 18, 2024 at 1:30 p.m. in the Board Room.

**Adjournment**

With no further business, Chair Blackwell adjourned the meeting at 2:42 p.m.

*MABlackwell*

MABlackwell (Jan 7, 2024 20:19 PST)

---

Maggie Blackwell, Chair