



**OPEN MEETING**

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

Thursday, February 20, 2020 – 1:30 p.m.  
Laguna Woods Village Community Center, Sycamore Room  
24351 El Toro Road, Laguna Woods, CA 92637

**MEMBERS PRESENT:** Andre Torng - Chair, Juanita Skillman, Sue Margolis, and Neda Ardani

**MEMBERS ABSENT:** Manuel Armendariz

**ADVISORS PRESENT:** Mary Stone and Bevan Strom

**ADVISORS ABSENT:** None

**OTHERS PRESENT:** Dick Rader, Elsie Addington, Reza Bastani, Pat English, and Jeff Beaumont, Esq. of Beaumont Tashjian

**STAFF PRESENT:** Francis Gomez, Pamela Bashline, Blessilda Wright, Tim Moy, and Debbie Ballesteros

**CALL TO ORDER**

Andre Torng, Chair, called the meeting to order at 1:32 p.m.

**ACKNOWLEDGEMENT OF PRESS**

The Media was not present.

**APPROVAL OF THE AGENDA**

President Margolis made a motion to approve the agenda as presented. Director Ardani seconded the motion.

By unanimous vote the motion carried.

Without objection, the Committee agreed to take items out of order.

**APPROVAL OF MEETING REPORTS**

President Margolis made a motion to approve the January 16, 2020 meeting report as presented. Director Ardani seconded the motion.

By unanimous vote the motion carried.

## **CHAIR'S REMARKS**

Chair Torng stated he recently attended a Home Owner Association (HOA) event and received a book named "An Introduction to Community Association Living". He asked if anyone wanted a copy of the book to let him know. Chair Torng explained that tradition is important, however, he stated that things change, sometimes they are good and then other times, things might need to change.

## **MEMBER COMMENTS ON NON-AGENDA ITEMS**

None

## **RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS**

None

## **REPORTS**

None

## **ITEMS FOR DISCUSSION AND CONSIDERATION**

### **Review and Discuss Election Rules**

The Committee reviewed the Election Rules Policy with Jeff Beaumont, Legal Counsel. The Committee members commented and asked questions.

The following changes were made to the policy:

1. Change name from 'Membership Elections Policy' to 'Membership Election & Voting Policy'
2. Section 2, a, iv. – change 'may' to 'shall' to read 'Candidates and Directors shall not...'
3. Section 2, c. - remove exception paragraph
4. Section 2, g. – reject deletion and keep section
5. Section 2, h. – remove options of 'as agreed by the candidates...' and only keep 'as adopted by the Board'
6. Section 3, d. – add '(unless an exception applies per Civil Code §4600) after statement regarding exclusive use of common area
7. Change 'VMS' to 'managing agent' throughout the document
8. Section 6, c. – remove section
9. Section 6, d. – add reference to civil code
10. Section 8, g, vi. – remove section
11. Section 9, d. – change 'the same as' to 'not more than'
12. Section 9, d. – change 'automatically' to 'considered' and remove comma after elected
13. Section 9, d. – add individual notice statement that is required for vote by acclamation to be valid
14. Section 10, a, i. – remove 'The petition must state the reason(s) justifying the director's removal;'

The Committee directed staff to make the changes discussed, distribute to the Committee Members within a week and bring a clean copy to the next meeting.

### **Review Group for Operating Rules**

The Committee discussed the Review Group for Operating Rules. The Committee members commented and asked questions.

Chair Torng demonstrated how the Guide will work and help as a reference guide. He also described the need to add additional comments on resolutions that should be considered obsolete, amended, need to consolidate, add attachments, or more details, etc. for future discussion with support received from committee members and others present. He explained that both study groups will proceed accordingly.

### **Review and Discuss Recognition Agreement**

The Committee reviewed the Recognition Agreement. The Committee members commented and asked questions.

Director Skillman made a motion to approve the Recognition Agreement. President Margolis seconded the motion.

By unanimous vote, the motion passed.

Mr. Beaumont left the meeting at 3:09 p.m.

Pamela Bashline, Community Services Manager, left the meeting at 3:18 p.m.

### **Committee Member Comments**

None

### **Future Agenda Items**

- Discuss standardizing Village-wide working groups which aren't specific to certain Mutual a uniformed structure and scope of work
- Requirements for heirs to become members
- Appeals Policy
- Roles, responsibilities and protocols
- Mission, vision, and strategic directives
- Review and Discuss Committee Advisor Qualification Procedure and Policy

The Committee directed staff to add 'Define Exclusive Use Common Area' under Future Agenda Items.

### **Date of next Meeting**

The next meeting is scheduled for Thursday, March 20, 2020 at 1:30 p.m. in the Sycamore Room.

### **Adjournment**

With no further business before the Committee, the Chair adjourned the meeting at 3:25 p.m.



Andre Torng, Chair  
United Laguna Woods Mutual