



UNITED LAGUNA WOODS
MUTUAL

OPEN MEETING

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

Thursday, May 21, 2020 – 1:30 p.m.

VIRTUAL MEETING

Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, CA 92637

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

MEMBERS ABSENT: None

ADVISORS PRESENT: None

ADVISORS ABSENT: Bevan Strom

OTHERS PRESENT: Dick Rader and Anthony Liberatore

STAFF PRESENT: Francis Gomez, Pamela Bashline, and Debbie Ballesteros

CALL TO ORDER

Andre Torng, Chair, called the meeting to order at 1:35 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

Director Ardani made a motion to approve the April 16, 2020 and April 23, 2020 meeting reports as presented. President Margolis seconded the motion.

By unanimous vote the motion carried.

CHAIR'S REMARKS

Chair Torng thanked everyone for joining the meeting and wished everyone was healthy and safe. Chair Torng also advised the Committee that he is distributing free face masks on Saturday, May 23, at 4:00 p.m. on Avenida Sosiega, closed to Gate 9.

MEMBER COMMENTS ON NON-AGENDA ITEMS

The members commented on social distance guidelines at the Aliso Viejo Creek, the City of Laguna Woods City Council meeting, and refunds from assessments.

RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS

The Committee requested that the matters be forwarded to Jeff Parker, CEO, and the Recreation & Special Events Department for a response.

REPORTS

New Topics Selection and Assignment

Chair Torng discussed new topics selection and assignments. The Committee commented and asked questions.

Chair Torng stated he will review the Occupancy Agreement and present at the next meeting.

ITEMS FOR DISCUSSION AND CONSIDERATION

Code of Conduct

The Committee reviewed and discussed the Code of Conduct. The Committee members made changes and asked questions.

President Margolis made an amendment to remove "All Board members must present themselves to our Members with high level of professionalism during our meetings, as well as when meetings are not held." Director Ardani seconded the motion.

Without objection, the amendment passed.

Chair Torng made an amendment to add "All open and closed Board, committee, subcommittee meetings assigned under the Board shall be announced to the public and restricted audience with schedule and discussion/review material distributed before the meeting;" at the end of the "Board Responsibilities".

Without objection, the amendment passed.

The Committee requested that the document be brought back for final review.

Establish Legal Support Requirement Resolution

Due to time constraints, the matter was tabled for another meeting.

Review and Discuss Committee Advisor Qualifications Procedure and Policy

Due to time constraints, the matter was tabled for another meeting.

Committee Member Comments

There were no comments.

Future Agenda Items

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

Date of next Meeting

The next meeting is scheduled for Thursday, June 18, 2020 at 1:30 p.m. via virtual meeting.

Adjournment

With no further business before the Committee, the Chair adjourned the meeting at 3:40 p.m.



Andre Torng, Chair
United Laguna Woods Mutual