

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

April 10, 2007

The Regular Meeting of the Board of Directors of United Laguna Hills Mutual, a California Non-Profit Mutual Benefit Corporation, met on Tuesday April 10, 2007, at 9:30 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Beth O'Brien, Jan McLaughlin, Linda Wilson, Jim McNulty, Bevan Strom, Mary Stone, Burns Nugent, John Dalis, Maxine McIntosh, Ken Hammer, Marty Rubin

Directors Absent: None

Others Present: Milt Johns, Patty Fox, Janet Price (10:18 A.M. – 10:30 A.M.)
Executive Session: Milt Johns, Patty Fox, Cris Trapp

CALL TO ORDER

Beth O'Brien, President of the Corporation, chaired 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 9:30 A.M.

A moment of silence was held to honor the US Troops serving our country and those placed in harm's way.

PLEDGE OF ALLEGIANCE

Director Burns Nugent led the Pledge of Allegiance to the Flag.

ACKNOWLEDGEMENT OF PRESS

Cheryl Walker of the Laguna Woods Globe, and the Channel 6 Camera Crew, by way of remote cameras, were acknowledged as present.

MEMBER COMMENTS

- Rhoda Linder (2013-C) addressed the Board on solar power and saving electricity
- Barbara Copley (410-D) commented on governing documents
- Kay Margason (510-C) commented on need for forensic audit
- Delsie Zuzak (674-A) commented on governing documents
- Jerry Sheinblum (3488-C) announced the next CCA Townhall Meeting
- Ray Gros (5128) addressed the Board on ways to handle high electricity bills

APPROVAL OF AGENDA

The agenda was approved as amended by adding under the ASV Committee Report as 13 (b) *Discussion on Alteration Consent Forms for 2019-A Variance Request.*

APPROVAL OF MINUTES

The Minutes of the Regular Meeting of March 13, 2007 were approved as amended by unstriking the word “;and” in paragraph 6 on page 9, and substituting the word “inspired”

with “insured” in paragraph 2 on page 10, and the minutes of the Special Meeting of March 26, 2007 were approved as written.

OLD BUSINESS

Director Mary Stone made a motion to remove from the table the motion to approve the distribution of materials policy. Director Maxine McIntosh seconded the motion, and without objection, the motion carried.

The Secretary of the Corporation, Director Bevan Strom, read the proposed resolution.

Mr. Johns reported on legal counsel advice to add “per organization” after the word “matter” in section 3(b), and changing the word “bare” to “bear” in paragraph 2 and discussion ensued.

Without objection the Board approved such changes and agreed that such changes did not need additional notification.

Mutual Member Rhoda Linder (2013-C) commented on vendor flyers.

By a vote of 10-0-0 the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-07-36

RESOLVED, April 10, 2007, that the Board of Directors of this Corporation hereby establishes the following policy for the distribution of publications, advertisement, announcements, campaign material, petitions, and related printed literature (hereinafter “Material”) on property owned and managed by the United Laguna Hills Mutual; and

RESOLVED FURTHER, any materials, including petitions to gather signatures, to be distributed to United Mutual residents shall **bear** identification as to its source and any individual or entity distributing such material shall comply with all of the following conditions:

1. Distribution of Material
 - a. Door-to-door distribution of Material shall be permitted, as long as the act of distributing such Material does not rise to the level of creating a nuisance for Laguna Woods Village residents.
 - b. Material that is distributed door-to-door may only be left on the surface of the thresholds of front doors. Material may not be hung from doorknobs nor placed in USPS delivery points, nor left on vehicles in carports.
2. Petitions
 - a. Only Mutual Members or their designated agents are permitted to gather signatures on petitions.

- b. The petition must remain in the possession of the signature gatherer (there can be no unattended petitions).
3. Posting of Material
- a. Posting locations are limited to those areas reserved for posting, such as Laundry Room bulletin boards and are available only for residents.
 - b. Only one posting per subject matter, **per organization**, is allowed on the posting site.
 - c. The size of the posting shall not exceed 6" by 8" to allow space for other postings.
 - d. Each posting by a resident must identify the posting individual's name and posting date.
 - e. Any Material considered lewd or vulgar will be subject to removal.
 - f. Postings shall be removed after thirty (30) days.
 - g. All Material must comply with state and federal laws.
 - h. Postings that do not comply with these rules will be subject to removal.

RESOLVED FURTHER, that the Officers and Agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purposes of this resolution.

NEW BUSINESS

President O'Brien entertained a motion to appoint Board members to the GRF Fees Ad Hoc Committee.

Director McIntosh made a motion to appoint Director McNulty and Director McLaughlin to the GRF Fees Ad Hoc Committee. Director Linda Wilson seconded the motion, and without objection, the motion carried.

The Secretary of the Corporation read a proposed resolution on outsourcing the 2007 Annual Election of Directors. Director Strom moved to approve the resolution. Director Wilson seconded the motion.

Without objection the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-07-37

WHEREAS, on June 13, 2006, the Board of Directors of this Corporation adopted Resolution 01-06-49, the United Membership Elections Standard Operating Procedure; and

WHEREAS, the process of election administration was outsourced due to concerns expressed by members of the Corporation over the integrity of the

election process as well as the desire of the Board to comply conservatively with Civil Code treating elections held within Common Interest Developments; and

WHEREAS, the Board believes it is in the best interest of the Corporation to outsource the administration of the 2007 Annual Election of Directors, the cost of which will include, but is not necessarily limited to: printing, mailing, receipt, tabulation of ballots, processing of requests for duplicate ballots, and appointment of an independent Inspector of Election; and

NOW THEREFORE BE IT RESOLVED, April 10, 2007 that the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$16,000 funded from the Unappropriated Expenditures Fund to outsource the United Mutual 2007 Annual Election of Directors; and

RESOLVED FURTHER, that the Board of Directors hereby directs its Managing Agent to single-source the election-related work to TrueBallot, Inc., the contractor who provided election services in 2006, assuming their cost, other than an increase in postage, is equal to last year's cost; and

RESOLVED FURTHER, that should TrueBallot's proposal for 2007's election-related work exceed their 2006 proposal, Staff will instead be directed to proceed with the competitive bidding process for the work; and

RESOLVED FURTHER, assuming that TrueBallot is awarded the contract based on the aforementioned conditions, that TrueBallot, Inc. is hereby authorized to develop and design a ballot package using the instructions from the United Election Standard Operating Procedure (SOP); and

RESOLVED FURTHER, that the elected officers of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

CHAIR'S REMARKS

President O'Brien reported Director McNulty's appointment as liaison to work with Tony Canzoneri, Esq. on land planning issues, and commented on changes in staff in the Property Services Department.

GENERAL MANAGER'S REPORT

Mr. Milt Johns updated the Membership on GRF's land planning process; announced the upcoming Business Planning Meetings and encouraged the residents to participate; and addressed Members' comments and concerns with PCM's usage of GRF credit cards.

Ms. Janet Price entered the meeting at 10:18 A.M.

CONSENT CALENDAR

Without objection and by way of unanimous consent, the Consent Calendar was approved and the following actions were taken:

Architectural Standards and Variances Committee:

RESOLUTION 01-07-38

RESOLVED, April 10, 2007 that the request of Ms. Beverly Smith of 267-B Avenida Sevilla to install a white vinyl framed, tempered glass room addition on her upper balcony is hereby approved; and

RESOLVED FURTHER, that all costs of the alteration, present and future, are the responsibility of the Mutual member at 267-B; and

RESOLVED FURTHER, that prior to issuance of a permit, updated and unit-specific plans depicting the proposed alteration, signed and wet-stamped by a California-licensed structural engineer or architect, must be submitted to the Laguna Woods Village Permits and Inspections Office for approval; and

RESOLVED FURTHER, that all required Mutual and City of Laguna Woods permits must be obtained and prior to issuance of a Mutual permit the appropriate City of Laguna Woods permit numbers must be submitted to the Mutual through the Permits and Inspections office located in the Laguna Woods Village Community Center; and

RESOLVED FURTHER, that the loft window at 267-B must match the neighboring manor's loft window at 267-A in size and location.

RESOLUTION 01-07-39

RESOLVED, April 10, 2007 that the appeal request of Mr. Kevin Behnam of 395-B Avenida Castilla to retain a satellite dish installed on the atrium fascia board at his manor is hereby denied.

RESOLUTION 01-07-40

RESOLVED, April 10, 2007 that the request of Mr. Patrick J. Heacock of 951-A Avenida Carmel for reimbursement for repair costs associated with the patio wall at his manor is hereby denied.

RESOLUTION 01-07-41

RESOLVED, April 10, 2007 that the request of Mr. and Mrs. John Rey of 2146-B Ronda Granada to construct a bedroom addition conforming to the

Preferred Alteration footprint for a San Sebastian style manor as submitted is hereby approved; and

RESOLVED FURTHER, that all future costs and maintenance associated with the subject alterations are the responsibility of the Mutual Member(s) at 2146-B; and

RESOLVED FURTHER, that all required Mutual and City of Laguna Woods permits must be obtained and the appropriate City of Laguna Woods permits numbers must be submitted to the Mutual through the Permits and Inspections Office located in the Laguna Woods Village Community Center; and

RESOLVED FURTHER, that detailed site specific plans, wet-stamped and signed by a California licensed architect or engineer detailing the required structural modifications necessary to ensure that the structural integrity of the building is maintained upon completion of the bedroom extension, inclusive of required roof tie-ins, must be submitted to the Permits and Inspections office located in the Laguna Woods Village Community Center prior to issuance of a permit; and

RESOLVED FURTHER, that a Notification to Roof Alteration form must be completed and submitted to the Laguna Woods Village Permits and Inspections office located in the Laguna Woods Village Community Center; and

RESOLVED FURTHER, that all landscape, irrigation, and drainage modifications associated with the alteration are to be completed by the Landscape Division at the expense of the Mutual member at 2146-B.

Landscape Committee Recommendation:

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| 687-D | Denial of appeal request for tree removal |
| 67-C | Denial of request for tree removal |
| 91-C | Approval of request for tree removal at the Mutual's expense |
| 125-D | Denial of request for plant replacements |
| 242-B | Denial of request for tree removal |
| 762-C | Approval of request for off-schedule tree trimming at the Mutual's expense |
| 798-A | Approval of request for plant replacements at the Mutual's expense |
| 861-A | Denial of request for plant replacements |
| 913-A | Denial of request for tree removal |
| 2068-D | Denial of request for tree removal |

Finance Committee Recommendations:

RESOLUTION 01-07-42

WHEREAS, Member ID 947-366-04 is currently delinquent to United Laguna Hills Mutual with regard to the monthly assessment in an amount exceeding \$1800; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, April 10, 2007 that the Board of Directors hereby approves the recording of a Lien for Member ID 947-366-04; 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 01-07-43

WHEREAS, Member ID 947-390-35 is currently delinquent to United Laguna Hills Mutual with regard to the monthly assessment in an amount exceeding \$1800; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, April 10, 2007 that the Board of Directors hereby approves the recording of a Lien for Member ID 947-390-35; 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.

COMMITTEE REPORTS and SERVICES

FINANCE REPORT

Director Jim McNulty reported on the Treasurer's Report and the Finance Committee.

Ms. Janet Price left the meeting at 10:30 A.M.

Director Jan McLaughlin reported from the Architectural Standards and Variances Committee.

The Secretary of the Corporation read the following proposed resolution on establishing standards governing storage:

RESOLUTION 01-07-

RESOLVED, June 12, 2007 that the Board of Directors of this Corporation hereby establishes the following standards governing storage in areas not exclusively used by the Member:

RESOLVED FURTHER, that carports are to be used exclusively for the parking of personal, non-commercial vehicles used for personal transportation; and

RESOLVED FURTHER, that except as permitted by the Mutual, storage of personal property in carports shall be contained in **carport** cabinets in accordance with the Mutual Standards; and

RESOLVED FURTHER, that the storage in carports of oversized items (those that do not fit into the carport storage cabinet) or disaster relief materials owned by the Member of the Corporation that are not unsightly or unsuitable as determined by the Mutual may be stored in the space directly beneath the Member's carport storage cabinet; and

RESOLVED FURTHER, that storage of any type of material in areas not approved by the Mutual for Member storage in property owned by this Corporation shall not be permitted and shall be removed and the property restored, if necessary, at the expense of the **Member owner**; and

RESOLVED FURTHER, that the improper or unsafe storage of any item or materials that creates a substantial and material threat to the health, safety and well-being of all residents, including but not limited to noxious, corrosive or combustible materials is strictly prohibited; and

RESOLVED FURTHER, that the Corporation shall issue Notice of Violations to Mutual Members in violation of this resolution which may result in member disciplinary action; and

RESOLVED FURTHER, that Resolution 01-05-37 adopted April 12, 2005 is hereby superseded and cancelled; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized to carry out the purposes of this resolution on its behalf.

Director Strom made a motion to approve the resolution. Director Ken Hammer seconded the motion. Discussion ensued and changes were made by moving the word "carport" before the word "cabinets" in the 3rd paragraph, and changing the word "owner" to "Member" in the 5th paragraph.

Without objection, the changes were approved.

Director Stone made a motion to table the resolution to the June Meeting to satisfy the required statutory thirty-day notice requirements. The motion was seconded and carried without objection.

Director McLaughlin provided a brief background on the issue of 2019-A where a neighbor has refused to sign Alteration Consent forms.

The Directors addressed their comments and concerns with the variance request.

Director McIntosh made a motion to return the issue back to the ASV Committee. Director Strom seconded the motion. Discussion ensued.

By a vote of 2-7-1 (Director Strom and McIntosh voted in favor, and Director Nugent abstained), the motion failed.

Director Wilson made a motion to confirm the Board's previous approval of Ms. Wang's project. Director Hammer seconded the motion.

Ms. Jennifer Wang of 2019-A addressed the Board on the issue.

By a vote of 7-2-1 (Directors Strom and McIntosh opposed, and Director Nugent abstained), the motion carried.

Director Linda Wilson reported from the Landscape Committee.

Director McIntosh made a motion to allow Mutual Member Helen Ensweiler of 2121-S to speak under the Landscape Report. Director John Dalis seconded the motion.

By a vote of 7-2-1 (Directors Stone and McNulty opposed, and Director Nugent abstained) motion carried.

Ms. Ensweiler addressed the Board on her plumbing issue. Ms. Ensweiler was directed to attend the next Resident Relations Meeting.

Director Bevan Strom reported from the Planning and Project Development Committee.

The Board discussed appointing a Member Disciplinary Ombudsperson to meet with residents to determine and resolve matters involving member discipline by using specific parameters and criteria.

Director Stone made a motion that the Board initiates a process to allow members to meet with a compliance coordinator, empowered by the Board, in a pre-disciplinary member meeting. Director Nugent seconded the motion. By a vote of 10-0-0 the motion carried.

By way of consensus, the Board directed staff to appoint the appropriate staff member as the Board empowered compliance coordinator.

Director Linda Wilson reported from the Resident Relations Information Services.

The Directors reported from the GRF Committees to which they are assigned.

DIRECTORS' FORUM

- Director Nugent commented on his abstention on the 2019-A variance request issue
- Director Rubin thanked fellow board members for their courteous and informed discussions
- Director Stone commented on number of resales in the Community and encouraged residents to increase the value of their home by improving its curb appeal
- Director Dalis commented on staff's quick assistance with emergencies and announced the Kiwanis Pancake breakfast
- Director Hammer encourage the residents to first contact Property Services for any maintenance and landscape issues, and to attend the appropriate committee prior to coming to the Board Meeting
- Director McIntosh commented on Member's Comments placed at the beginning of the meeting
- Director McLaughlin expressed her sentiments with living in the Community and staff's assistance and hard work
- Director McNulty commented on addressing Member comments
- President O'Brien thanked the Board Members, residents, and staff for their encouraging words of support and constructive criticism

MEETING RECESS

The Regular Open Session Meeting recessed for lunch at 12:00 P.M. and reconvened back into the Regular Executive Session at 12:55 P.M.

The Traffic Committee of the Board met in Executive Session on March 21, 2007 to discuss member disciplinary issues.

ADJOURNMENT

With no further business before the Board of Directors, the meeting was adjourned at 3:46 P.M.

Bevan Strom, Secretary