

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

**July 8, 2008**

The Regular Meeting of the Board of Directors of United Laguna Hills Mutual, a California Non-Profit Mutual Benefit Corporation, met on Tuesday July 8, 2008, at 9:30 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Bevan Strom, Linda Wilson, John Dalis, Marty Rubin, Mary Stone, Maxine McIntosh, Jim McNulty, Lloyd Foster, Burns Nugent, Paul Vogel

Directors Absent: None

Others Present: Milt Johns, Patty Fox, Janet Price (10:29 A.M. – 10:54 A.M.)  
*Executive Session:* Milt Johns, Patty Fox, Cris Trapp

**CALL TO ORDER**

Bevan Strom, First Vice 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 9:30 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**

After a moment of silence, Director Maxine McIntosh led the Pledge of Allegiance to the Flag.

**ACKNOWLEDGEMENT OF PRESS**

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

**APPROVAL OF AGENDA**

The agenda was approved as written.

**MEMBER COMMENTS**

- Paula Page (4008-2E) announced a CPR class hosted by the Disaster Task Force at CH 6
- Laretta Cecchino (510-B) addressed the Board on a security issue
- Kay Margason (510-C) commented on security and the need for an audit
- Iris Gorin (828-Q) commented on employee support expenditures
- Dottie Fredericks (776-Q) announced that the Nominating Committee is looking for qualified candidates to run for the Board and thanked the Garden Center for hosting a food outreach program
- Mary Wall (239-D) commented on work orders for service
- Stu Venable (349-C) commented on his replaced door, the Board's involvement of the incentive program, and requested for copies of United's water bills

- Libby Marks (82-Q) commented on the kindness and efficiency of PCM staff
- Jerry Sheinblum (3488-C) announced the next CCA Town Hall Meeting

### **RESPONSE TO MEMBER COMMENTS**

Director Strom responded to the various issues

Director McIntosh commented on service levels

Mr. Johns responded to the security services and the elimination of the incentive plan

### **APPROVAL OF MINUTES**

The minutes of the Regular Meeting of June 10, 2008 were approved as amended by adding on the first page that Cheryl Walker entered the meeting late and adding on page 5 the words "President O'Brien asked the Nominating Committee if it had candidates to fill the vacancy and the Nominating Committee said they did not have any."

### **OLD BUSINESS**

Chair Strom reminded the Board that the following resolution was postponed from the June meeting to satisfy the 30-day notification requirement, and is now on the floor:

#### **RESOLUTION 01-08-**

**WHEREAS**, when a manor is sold, items noted for repair or replacement on the final inspection report are flagged as correction settlement items, and it is indicated whether it's the Mutual's or the seller's responsibility; and

**WHEREAS**, the corrections settlement process includes the distribution of funds to the Mutual, through escrow, necessary for the completion of required corrections to the manor; and

**WHEREAS**, the Property Services Department manages the resale corrections settlement process, including service order entry, coordinating with members, scheduling work as required, tracking completion status, initiating reimbursements upon completion of corrections, and closing out completed events, and

**WHEREAS**, currently there are no fees collected in the resale process to offset settlement administrative costs,

**NOW THEREFORE BE IT RESOLVED**, August 12, 2008 that the Board of Directors hereby establishes a fee to be collected from sellers on each resale transaction of \$27.50 per manor, and

**RESOLVED FURTHER**, that this fee would directly recover costs to administer the activities required to complete resale transactions and corrections settlements, and

**RESOLVED FURTHER**, the settlement fee would be the seller's responsibility and would be added to the escrow demand; and

**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.

Chair Strom provided a brief background of the resolution and the need for the fee.

Member Kay Margason (510-C) commented on the resolution.

Director Maxine McIntosh made a motion to postpone the motion to approve initiating a resale settlement fee to the August Meeting Consent Calendar. Director Linda Wilson seconded the motion and the motion carried unanimously.

Chair Strom reminded the Board that the following resolution was postponed from the June meeting to satisfy the 30-day notification requirement, and is now on the floor:

**RESOLUTION 01-08-**

**WHEREAS**, United Laguna Hills Mutual (“United”) is a privately owned corporation that owns real property that is not open to the general public; and

**WHEREAS**, further, one of United’s purposes is to provide housing on a mutual nonprofit basis, and to operate, maintain and improve said housing; and

**WHEREAS**, further, Members of United are required to execute an “Occupancy Agreement” that sets forth the terms and conditions of occupancy of a dwelling unit, as well as the use of the other facilities and property owned by United; and

**WHEREAS**, further, the Occupancy Agreement, Article 5, provides, in pertinent part, that a Member shall not permit or suffer anything to be done or kept in or about the dwelling unit or other premises of the Corporation . . . which will obstruct or interfere with the rights of other members of the Corporation or annoy them by unreasonable noises or otherwise nor will it commit or permit any nuisance in or about the dwelling unit or other premises of the Corporation”; and

**WHEREAS**, further, a number of members of the Corporation have expressed concerns that they have been subjected to unsolicited and unwanted expressions of personal, religious or political beliefs by other members of the corporation, on the premises of the Corporation other than individual dwelling units; and

**WHEREAS**, further, the Board deems that such unsolicited and unwanted expressions of political or religious beliefs obstruct and interfere with the rights

of other Members of the Corporation, and also constitute annoyances to other Members, and a nuisance;

**NOW THEREFORE BE IT RESOLVED**, August 12, 2008, that the Board of Directors of this corporation hereby authorizes its managing agent to take all steps necessary to provide notice and change pursuant to Civil Code § 1357.130 to United's members, and to enact the following rule:

“No member, occupant, co-occupant, lessee, guest, or any person for whom said member, occupant, co-occupant, lessee or guest is responsible, shall place, affix, post or display, or allow to be placed, affixed, posted or displayed, any sign, poster, flag, banner or symbol, of a political or religious nature, on any property owned by the Corporation, except within the specific manor or dwelling unit to which said person is entitled to exclusive possession, except as authorized under applicable law.”

**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.

Member Barbara Copley (410-D) commented on the resolution.

Director Wilson made a motion to postpone the motion to approve the policy on Placement of Signs/Symbols of a Religious or Political Nature to the August Meeting Consent Calendar. Director Lloyd Foster seconded the motion and the motion carried without objection.

### **NEW BUSINESS**

The Secretary of the Corporation, Director Linda Wilson, read the following resolution approving the 2008 ballot package. Director Wilson made a motion to approve the Ballot package. Director Stone seconded the motion. Discussion ensued and the Board made and agreed on minor changes to the ballot.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

### **RESOLUTION 01-08-105**

**RESOLVED**, July 8, 2008, that the sample ballot package for the 2008 Annual Meeting Election of Directors of this Corporation, to be prepared by TrueBallot, is hereby approved; and

**RESOLVED FURTHER**, that the “Meet the Candidates” meeting will be held on Friday, September 19, 2008 at 10:00 A.M; 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.

### **Election of New Officers**

#### **PRESIDENT**

Chair Strom entertained nominations for President.

Director Wilson nominated Director McNulty for the position of President. Director Rubin seconded the nomination. Director McNulty accepted the nomination.

Director Stone nominated Director Foster for the position of President. Director Foster declined the nomination.

Director McNulty was elected President by acclamation.

Director Strom relinquished the Chair to President McNulty.

#### **TREASURER**

President McNulty entertained nominations for Treasurer.

Director McIntosh nominated Director McNulty for the position of Treasurer. Director McNulty declined the nomination.

Director Wilson nominated Director Vogel for the position of Treasurer. Director Rubin seconded the nomination. Director Vogel accepted the nomination, and Director Vogel was elected Treasurer by acclamation.

#### **RESOLUTION**

The Secretary of the Corporation read a proposed resolution ratifying the United Mutual Officers. Director Strom moved to approve the resolution and Director Wilson seconded the motion.

By a vote of 9-0-0, the motion carried, and the Board of Directors adopted the following resolution:

#### **RESOLUTION 01-08-106**

**RESOLVED**, July 8, 2008 that the following persons are hereby elected as officers of this Corporation:

Jim McNulty	President
Bevan Strom	1 <sup>st</sup> Vice President
Lloyd Foster	2 <sup>nd</sup> Vice President

Linda Wilson Secretary

Paul Vogel Treasurer

**RESOLVED FURTHER**, that the following persons are hereby elected as officers of this Corporation:

Milton E. Johns Vice President, *ex officio*

Janet Price Assistant Treasurer

Patty Kurzet Assistant Secretary

Cris Trapp Assistant Secretary

Wendy Panizza Assistant Secretary, for the purpose of representing United Mutual in Small Claims Court

Scott Dunham Assistant Secretary, for the purpose of representing United Mutual in Small Claims Court

**RESOLVED FURTHER**, that Resolution 01-07-123, adopted October 9, 2007 is hereby superseded and cancelled.

#### **CHAIR'S REMARKS**

President McNulty announced that the board vacancy caused by Beth O'Brien, will be filled during the normal annual election procedure in October.

Director Rubin updated the membership on the Board's Board Coach who is assisting it in its vision statement, goals, and objectives.

President McNulty entertained a motion to revise the following Mutual and GRF Committee Appointments:

GRF Business Planning: Jim McNulty replaces Beth O'Brien and add Paul Vogel

Select Audit: Paul Vogel replaces Linda Wilson; Jim McNulty (Chairman) stays on.

United Finance: Paul Vogel replaces Jim McNulty as chairman.

GRF Finance: Paul Vogel replaces Jim McNulty

Director Foster made a motion to approve such appointments. Director Dalis seconded the motion and the motion carried unanimously.

### **GENERAL MANAGER'S REPORT**

Mr. Johns announced the upcoming budget meetings and invited the membership to attend to voice their opinions on service levels; and updated the Board on the Moulton Widening Project and its broad impact on GRF land and facilities.

Ms. Janet Price entered the meeting at 10:29 A.M.

### **CONSENT CALENDAR**

Without objection the Consent Calendar was approved and the following actions were taken:

#### **Architectural Standards and Variances Committee**

##### **RESOLUTION 01-08-107**

**RESOLVED**, July 8, 2008 that the request of Ms. Judith Tetreault of 373-A and Mrs. Oksoon Park of 373-D Avenida Castilla to retain the pebble stone application on the steps at their manors is hereby approved; and

**RESOLVED FURTHER**, that all costs for repair and maintenance, now and in the future, associated with the subject alteration are the responsibility of the Mutual Member(s) at 373-A and 373-D; and

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

##### **RESOLUTION 01-08-108**

**RESOLVED**, July 8, 2008 that the request of Ms. Grace Hearsom of 396-A Avenida Castilla to retain the the green awning at her manor is hereby approved; and

**RESOLVED FURTHER**, that all costs for repair, and maintenance associated with the subject alteration are the responsibility of the Mutual Member(s) at 396-A; and

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

##### **RESOLUTION 01-08-109**

**RESOLVED**, July 8, 2008 that the request of Mr. Paul Woodward of 443-E Avenida Sevilla to retain the white vinyl fence at his manor is hereby denied.

**RESOLUTION 01-08-110**

**RESOLVED**, July 8, 2008 that the request of Ann and John Schoonover of 452-C Avenida Sevilla to extend the rear patio at their manor is hereby approved; and

**RESOLVED FURTHER**, that all costs for installation, repair, and maintenance associated with the subject alterations are the responsibility of the Mutual Member(s) at 452-C; 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 Members(s) at 452-C.

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

**RESOLVED FURTHER**, that the patio extension must be constructed in compliance with United Mutual Standard Section 22- Patio Slab Extensions.

**RESOLUTION 01-08-111**

**RESOLVED**, July 8, 2008 that the request of Ms. Julienne Godvin of 458-A Avenida Sevilla to install a vinyl fence on the rear patio of her manor is hereby denied.

**RESOLUTION 01-08-112**

**RESOLVED**, July 8, 2008 that the request of Ms. Sandy Smith [for new Members Susan Moody and Larry Horstmeyer] of 608-A Avenida Sevilla to retain the white vinyl fence at her manor is hereby denied.

**RESOLUTION 01-08-113**

**RESOLVED**, July 8, 2008 that the request of William and Elizabeth McLellan of 738-A Avenida Majorca to install a block wall, opening, and wrought iron arbor at the front entrance of their manor is hereby denied.

**RESOLUTION 01-08-114**

**RESOLVED**, July 8, 2008 that the request of Mr. Walter Fernandez of 738-F Avenida Majorca to remove the patio wall and extend the slab, and fill in the landscaped area with concrete at his manor is hereby denied.

**RESOLUTION 01-08-115**

**RESOLVED**, July 8, 2008 that the request of Ms. Jacqueline Beattie of 827-C Via Alhambra to extend the front patio and block wall, and convert the Bedroom One window to a sliding glass door at her manor is hereby denied.

**RESOLUTION 01-08-116**

**RESOLVED**, July 8, 2008 that the request of Ms. Virginia Garzon of 2024-A Via Mariposa East to install a gate, walkway, and patio wall opening with decorative wrought iron at her manor is hereby approved; and

**RESOLVED FURTHER**, that all future costs and maintenance associated with the subject alteration are the responsibility of the Mutual member(s) at 2024-A; and

**RESOLVED FURTHER**, that all required Mutual and City of Laguna Woods permits must be obtained and 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**, a building permit from the City of Laguna Woods be obtained to insure the structural integrity of the remaining block walls of the patio are maintained upon completion of the proposed alteration; and

**RESOLVED FURTHER**, the proposed walkway shall be constructed in accordance with the specifications required in Alteration Standard Section 22 Patio Slab Extensions; and

**RESOLVED FURTHER**, any required landscape, irrigation, and drainage revisions are to be performed by the Landscape Division at the expense of the requesting Mutual member; and

**RESOLVED FURTHER**, the proposed wrought iron gate and decorative opening wrought iron must be consistent to other gates in the surrounding area.

**Landscape Committee Recommendation:**

70-B	Approval of Request for Plant Replacements at the Mutual Member's Expense
78-C	Approval of Request for Tree Removal at the Mutual's expense
116-U	Approval of Request for Tree Removal and Replacement at Mutual's Expense
117-A	Denial of Request for Plant Replacements
243-A	Approval of Request for Plant Replacements at Mutual Member's

	Expense
260-C	Approval of Request for Larger Plants at Mutual Member's Expense
283-C	Approval of Request for Tree Removal and Replacement at Mutual's Expense
335-A	Denial of Request for Tree Removal
546-B	Approval of Request for Plant Removals to Allow for Bench at Mutual Member's Expense
592-G	Denial of Request for Tree Removal and Replacement
655-Q	Approval of Request for Plant Replacements at Mutual's Expense
861-A	Approval of Request for Relandscaping at Mutual Member's Expense
889-C	Approval of Request for Tree Removal at Mutual's Expense

**Finance Committee Recommendations:**

**RESOLUTION 01-08-117**

**WHEREAS**, Member ID 947-449-88 is currently delinquent to United Laguna Hills Mutual with regard to the monthly assessment; 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**, July 8, 2008 that the Board of Directors hereby approves the recording of a Lien for Member ID 947-449-88; 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 01-08-118**

**WHEREAS**, Member ID 947-387-09 is currently delinquent to United Laguna Hills Mutual with regard to the monthly assessment; 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**, July 8, 2008 that the Board of Directors hereby approves the recording of a Lien for Member ID 947-387-09; 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.

**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 01-08-119**

**WHEREAS**, Member ID 947-451-59 is currently delinquent to United Laguna Hills Mutual with regard to the monthly assessment; 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**, July 8, 2008 that the Board of Directors hereby approves the recording of a Lien for Member ID 947-451-59; 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 01-08-120**

**WHEREAS**, Member ID 947-455-41 is currently delinquent to United Laguna Hills Mutual with regard to the monthly assessment; 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**, July 8, 2008 that the Board of Directors hereby approves the recording of a Lien for Member ID 947-455-41; 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.

**Items Postponed from Previous Meeting**

**Alteration Standard Section 28 - Storage Cabinets**

**RESOLUTION 01-08-121**

**WHEREAS**, the Board of Directors of this Corporation adopted Resolution U-96-62 on May 14, 1996, which approved the United Laguna Hills Mutual Alteration Standards; and

**WHEREAS**, the Architectural Standards & Variances Committee has recommended that the Board of Directors further amend the United Laguna Hills Mutual Alteration Standards with suggested changes;

**NOW THEREFORE BE IT RESOLVED**, July 8, 2008, that the Board of Directors of this Corporation hereby approves the revisions of United Mutual Alteration Standard Section 28 - Storage Cabinets, as attached to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution U-00-61 adopted August 8, 2000 and Resolution 01-05-140 adopted December 13, 2005 are hereby superseded and cancelled, and Resolution U-96-62, adopted May 14, 1996 is hereby amended; 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.

**Bench Standard for Benches Donated**

**RESOLUTION 01-08-122**

**WHEREAS**, over the years, a few benches, in a variety of styles, have been donated to the Mutual by individuals or organizations, and these benches affect the aesthetics of the Community and can affect landscape maintenance operations; and

**WHEREAS**, currently the Mutual has no approved policy regarding standard styles, colors or anchoring used for donated benches;

**NOW THEREFORE BE IT RESOLVED**, July 8, 2008 that the Board of Directors hereby approves the thermoplastic coated metal mesh bench in dark green as its bench standard style and color for benches donated to the Mutual; and

**RESOLVED FURTHER**, that such benches shall be installed on either a concrete pad (if along sidewalk) or on concrete anchors in the grass (if the location is not along sidewalk); and

**RESOLVED FURTHER**, that the determination of whether the bench would have a back or not would be determined on a case-by-case basis, depending upon the location of the bench on United property; and

**RESOLVED FURTHER**, that the cost of manufacturing and installation of the bench shall be borne by the donor; 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.

### **Time Limit for Holding Funds Received through Escrow Upon Manor Resale**

#### **RESOLUTION 01-08-123**

**WHEREAS**, currently there is no specific, finite time requirement in which to complete repairs or corrections identified via resale inspections, which delays the settling of resale funds held from sellers;

**NOW THEREFORE BE IT RESOLVED**, July 8, 2008 the Board of Directors hereby establishes an 18-month time requirement for new members to complete corrections required, for which funds have been held from the seller; and

**RESOLVED FURTHER**, that any corrections required for which funds were held from the seller that are not completed by the end of the 18-month period, or that are not completed by the time of the next resale, whichever comes first, shall automatically become the buyer's sole responsibility and the Mutual shall automatically return the money to the seller; and

**RESOLVED FURTHER**, that this resolution applies only to corrections or repairs that are determined to be the seller's responsibility; and

**RESOLVED FURTHER**, that this resolution would not apply to those items for which the Mutual has caused the correction to be delayed; and

**RESOLVED FURTHER**, that all United Mutual resale applications packages and all other resale information shall reflect the change in policy (including a signed acknowledgement of the policy by all parties); and;

**RESOLVED FURTHER**, Resolution 01-08-65 adopted April 8, 2008 is hereby superseded and cancelled; and

**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.

**Planning and Project Development Committee Recommendation**

**RESOLUTION 01-08-124**

**RESOLVED**, July 8, 2008 that the request of Mr. and Mrs. Ruben Ramirez of 353-C Avenida Sevilla for carpet reimbursement, window reimbursement, and mold test reimbursement at their manor is hereby denied; and

**RESOLVED FURTHER**, that the request for \$55.00 reimbursement for telephone jack repair and \$180.00 reimbursement for base moulding replacement in the master bedroom, to be funded through the General Maintenance Operating Budget, is hereby approved.

**RESOLUTION 01-08-125**

**RESOLVED**, July 8, 2008 that the request of Ms. Lena Sarno of 913-A Ronda Sevilla and Ms. Janet Brayley of 913-B Ronda Sevilla to fill in with concrete or pavers the existing planter areas extending from the entry doors at Manors 913 A and 913 B to the corners of the Building at the Mutual's expense, to be funded through the General Maintenance Operating Budget, is hereby approved; and

**RESOLVED FURTHER**, that the Members of Manors 913-A and 913-B are required to remove the non-compliant stepping stones leading from the patios of Manors 913-A and 913-B to the nearby walkway at their own expense; and

**RESOLVED FURTHER**, that the Members of Manors 913-A and 913-B may replace the non-compliant stepping stones with compliant stepping stones, pavers, or concrete that conform with the Mutual's Standards, at their own expense.

**RESOLUTION 01-08-126**

**RESOLVED**, July 8, 2008 that the request of Ms. Linda Agens of 376-B Avenida Castilla to maintain the mural on the block wall facing her patio is hereby denied; and

**RESOLVED FURTHER**, to direct staff to proceed with painting the wall during the normal course of the Mutual's Exterior Paint Program.

**COMMITTEE REPORTS and SERVICES**

**FINANCE REPORT**

President, and former Finance Committee Chair, Jim McNulty reported on the Treasurer's Report and the Finance Committee.

The Secretary of the Corporation, Director Linda Wilson, read the following resolution approving the Mutual's revised financial requirements:

**RESOLUTION 01-08**

**WHEREAS**, it is in the best interest of the Corporation to protect and preserve the financial integrity of this Corporation:

**NOW THEREFORE BE IT RESOLVED**, August 12, 2008, that the minimum financial requirements are revised as follows, effective for any escrow opened on or after September 1, 2008:

**PROSPECTIVE MEMBERSHIP (manor)**

- Minimal Annual Income - \$36,000 per year, regardless of the number of persons on the Membership Certificate; and
- Minimal marketable and/or Income Producing Assets - \$125,000 plus the total purchase price of the membership

**GUARANTORS OF PROSPECTIVE MEMBERSHIP**

- Minimal Annual Income - \$90,000
- Minimal verifiable marketable and/or Income Producing Assets - \$250,000, plus the total purchase price of the membership

**RESOLVED FURTHER**, that all Membership applicants are required to submit a completed Financial Statement / Credit Information form; with satisfactory verification of identity, income, and assets, except under the following condition:

Once a member has qualified within this Corporation, said member need not requalify for purchase of a replacement manor as long as the person or persons in whose name on the Membership Certificate is held remain the same; and

**RESOLVED FURTHER**, that financial requirements may be waived when the prospective member obtains secondary financing from a financial institution of at least 50% and not more than 90% of the purchase price; and

**RESOLVED FURTHER**, that the Board review and approve any financial institution requesting the ability to fund a secondary loan by executing a Recognition agreement; and

**RESOLVED FURTHER**, that the managing agent is hereby directed to disseminate this information to the realty community serving Laguna Woods Village, Laguna Woods; and

**RESOLVED FURTHER**, that the Managing Agent is hereby directed to return to the Board in two years with recommendations for retaining or changing the requirements; and

**RESOLVED FURTHER**, that Resolution 01-07-60, adopted June 12, 2007 is hereby superseded and canceled.

**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.

Director Wilson moved to approve the resolution. Director Dalis seconded the motion and discussion ensued.

Members Barbara Copley (510-D), Iris Gorin (828-Q) and Kay Margason (410-C) commented on the resolution.

Director McIntosh made a motion to postpone the motion to the Consent Calendar portion of the August Meeting Agenda to satisfy the required statutory thirty-day notice requirements. Director Rubin seconded the motion, and the motion carried without objection.

The Secretary of the Corporation read a proposed resolution approving the Important Information for New Members Form. Director Wilson moved to approve the resolution. Director Strom seconded the motion and discussion ensued.

Without objection, the Board agreed to revise the form to add the word "New" in the title.

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

**RESOLUTION 01-08-127**

**WHEREAS**, the Board of Directors of this Corporation adopted Resolution U-01-76 on August 14, 2001, which approved the United Laguna Hills Mutual Important Information for Members acknowledgment form; and

**WHEREAS**, the Finance Committee has recommended that the Board of Directors further amend the United Laguna Hills Mutual Important Information for Members acknowledgment form with suggested changes;

**NOW THEREFORE BE IT RESOLVED**, July 8, 2008, that the Board of Directors of this Corporation hereby approves the revisions of United Laguna

Hills Mutual Important Information for Members acknowledgment form, as attached to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution U-01-76 adopted August 14, 2001 is hereby amended; 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.

Ms. Janet Price left the meeting at 10:54 A.M.

Director Lloyd Foster reported from the Architectural Standards and Variances Committee.

The Secretary of the Corporation read the following resolution approving revised Alteration Standard Section 11 Doors, Exterior:

**RESOLUTION 01-08**

**WHEREAS**, the Board of Directors of this Corporation adopted Resolution U-96-62 on May 14, 1996, which approved the United Laguna Hills Mutual Alteration Standards; and

**WHEREAS**, the Architectural Standards & Variances Committee has recommended that the Board of Directors further amend the United Laguna Hills Mutual Alteration Standards with suggested changes;

**NOW THEREFORE BE IT RESOLVED**, August 12, 2008, that the Board of Directors of this Corporation hereby approves the revisions of United Mutual Alteration Standard Section 11 – Doors, Exterior, as attached to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution 01-03-152 adopted November 10, 2003 and Resolution 01-07-18 adopted February 13, 2007 and Resolution 01-08-18 adopted February 12, 2008 are hereby superseded and cancelled, and Resolution U-96-62, adopted May 14, 1996 is hereby amended; 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.

Director Wilson moved to approve the resolution. Director Foster seconded the motion and discussion ensued.

Without objection, the Board agreed to revise Section 4.4 by striking the words, “that are directly adjacent to one another.”

Director Stone made a motion to postpone the motion to the Consent Calendar portion of the August Meeting Agenda to satisfy the required statutory thirty-day notice requirements. Director Foster seconded the motion, and the motion carried without objection.

Director Linda Wilson reported from the Landscape Committee.

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

The Secretary of the Corporation read the following resolution to approve the policy on entering unattended manors for non-emergency repairs:

**RESOLUTION 01-08**

**WHEREAS**, United Mutual currently enters unattended manors only for emergency repairs and with security accompaniment; and

**WHEREAS**, entry without consent or in spite of a member's objections would occur only in the event of emergencies to minimize loss or damage to Mutual property or address conditions that may cause injury to members or guests; and

**WHEREAS**, the Mutual recognizes no compelling reason for the Mutual to enter unattended manors to make either functional or non-functional repairs in the absence of an emergency, and

**NOW THEREFORE BE IT RESOLVED**, August 12, 2008 that the Board of Directors hereby authorizes that entry into unattended manors will be allowed only for emergency repairs and with Security Staff accompaniment; 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.

Director Wilson moved to approve the resolution. Director Stone seconded the motion and discussion ensued.

Member Kay Margason (510-C) commented on the resolution.

Director Wilson made a motion to postpone the motion to the Consent Calendar portion of the August Meeting Agenda to satisfy the required statutory thirty-day notice requirements. Director Stone seconded the motion, and the motion carried without objection.

The Secretary of the Corporation read the following resolution approving a policy to pick-up mutual owned appliances:

**RESOLUTION 01-08**

**WHEREAS**, the Board of Directors recognizes that many policies have been implemented by way of practice over the years but not formally documented; and

**WHEREAS**, the Planning and Project Development Committee has recommended that the Board of Directors document specific policies;

**NOW THEREFORE BE IT RESOLVED**, August 12, 2008, that the Board of Directors of this Corporation hereby approves a policy that requires that the Mutual to pick up any Mutual-owned appliance, at the Mutual's expense and at no charge to the Member, from the Manor to which it is assigned; 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.

Director Wilson moved to approve the resolution. Director Rubin seconded the motion and discussion ensued.

Without objection, the Board agreed to remove the second "that" in the third paragraph.

Director Stone made a motion to postpone the motion to the Consent Calendar portion of the August Meeting Agenda to satisfy the required statutory thirty-day notice requirements. Director Foster seconded the motion, and the motion carried without objection.

The Secretary of the Corporation read the following resolution approving a policy on moving alteration appliances:

**RESOLUTION 01-08**

**WHEREAS**, the Board of Directors recognizes that the many policies have been implemented by way of practice over the years but not formally documented; and

**WHEREAS**, the Planning and Project Development Committee has recommended that the Board of Directors document specific policies;

**NOW THEREFORE BE IT RESOLVED**, August 12, 2008, that the Board of Directors of this Corporation hereby approves a policy that requires that the Mutual will move alteration appliances for the purpose of conducting maintenance and repairs to Mutual property; and

**RESOLVED FURTHER**, that the Mutual will not replace nor re-install alteration appliances that have been moved to perform maintenance and repairs; and

**RESOLVED FURTHER**, that the Member is responsible for reinstallation of alteration appliances; 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.

Director Wilson moved to approve the resolution. Director Stone seconded the motion and discussion ensued.

Without objection, the Board agreed to remove the second "that" in the third paragraph.

Director Rubin made a motion to refer the matter back to the Planning and Project Development Committee. Director Wilson seconded the motion and the motion carried unanimously.

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 McIntosh announced Grandparents Day at Clubhouse Two
- Director Dalis commented on manor resales
- Director Stone commented on the most threatening issue facing humanity
- Director Foster encouraged the members to get a permit for any alterations
- Director Strom commented on financial requirements
- Director Rubin congratulated Directors McNulty and Vogel with their new appointments and Assistant Secretary Patty Kurzet on her nuptials
- Director Wilson thanked Beth O'Brien for her leadership and professionalism for which she governed the United Board and hoped the future boards will follow her standards

#### **MEETING RECESS**

The Regular Open Session Meeting recessed for lunch at 11:43 A.M. and reconvened back into the Regular Executive Session at 12:45 P.M.

During its Regular Executive Session Meeting of June 10, 2008, the Board of Directors reviewed and approved the minutes of the Regular Executive Session Meeting of May 13, 2008. The Board heard five (5) regular disciplinary hearings and imposed fines totaling \$1,800 and reinstated a fine of \$100 for violations of the Mutual's rules and regulations. The Board approved the recording of Notices of Default for Member ID 947-403-69 and Member ID 947-439-00; and also discussed other member disciplinary, contractual, and pending litigation matters.

During its Special Executive Session Meeting of June 20, 2008, the Board discussed contractual issues.

The Traffic Committee of the Board met in Executive Session on June 18, 2008 to discuss member disciplinary issues.

**ADJOURNMENT**

With no further business before the Board of Directors, the meeting was adjourned at 4:05 P.M.

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Linda Wilson, Secretary

# UNITED LAGUNA HILLS MUTUAL

## SECTION 28 STORAGE CABINETS

MAY 1996

REVISED DECEMBER 2005, RESOLUTION 01-05-140

REVISED JULY 2008, RESOLUTION 01-08-XX

### 1.0 GENERAL REQUIREMENTS

- 1.1 **PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or the Member's contractor. Member and/or the Member's contractor must supply the Permits and Inspections office with City permit numbers prior to beginning work. Mutual Members and/or the Member's contractor must post in a prominent place on their manor both the applicable Mutual Alterations Permits and the City of Laguna Woods Building Permits.
- 1.2 **MEMBERS RESPONSIBILITY:** The Member is solely responsible for the maintenance and repair of all alterations to the building. Removal maybe required upon sale of a manor, or deterioration of the alteration.
- 1.3 **CODES AND REGULATIONS:** All work shall comply with applicable local, state, and federal requirements including but not limited to the current edition of the Uniform Building Code.
- 1.4 **WORK HOURS:** No work shall start before 7:00 a.m. and no work will be permitted after 6:00 p.m. Monday through Friday. No work shall commence prior to 8:00a.m. and no work shall be permitted after 5:00p.m. on Saturday. No work whatsoever shall be permitted on Sunday.
- 1.5 **PLANS:** The Member applying for a permit shall provide to the Permits and Inspection office a detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.
- 1.6 **DUMPSITES:** The premises shall be kept free from accumulation of waste materials and/or rubbish caused by the construction work. Member and/or the Member's contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's dumpsters, if required, must have location approved by the Permits and Inspections office.
- 1.7 **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.

## **2.0 APPLICATIONS**

- 2.1 Mutual permits shall be issued by the Permits and Inspections office to install all storage cabinets in carports and breezeways. Reference section 3.0 and 4.0.
- 2.2 Mutual permits will not be required for cabinets located within patios or balconies. Reference section 5.0 and 6.0.
- 2.3 All wood cabinets will be constructed per standard plan drawings.
- 2.4 Refrigerators/freezers are not permitted in storage cabinets, or on balconies, patios, breezeways, or any areas outside the manor's living quarters.

## **3.0 CARPORT CABINETS**

- 3.1 Cabinets shall be freestanding and no wider than the carport stall.
- 3.2 No cabinet will be installed as to block access to any electrical outlet or water valve. A minimum of 6" on either side of the outlet or valve must be maintained.
- 3.3 Wood cabinets will be painted to match the upper existing cabinets.
- 3.4 Plastic molded cabinets must be neutral in color, matching the existing cabinet carport color.
- 3.5 Only one lower cabinet allowed per carport space.
- 3.6 Plastic molded cabinets minimum size shall be 6 feet in width, 30 inches in depth, and the cabinet shall not extend outward beyond the raised concrete curb on which it sits.

## **4.0 BREEZEWAY CABINETS**

- 4.1 Breezeway cabinets will only be permitted in the first floor breezeway in Casa Linda (11-06 type) and Casa Contenta (KK-08 type) buildings per the standard drawing.
- 4.2 Cabinets will be freestanding and placed on wheels as to be easily moved.

4.3 Cabinets will be limited to two per breezeway on a first-come, first-served basis, and will be limited to one per manor.

4.4 Cabinets will be painted to match existing building color.

**5.0 PATIO CABINETS**

5.1 Storage cabinets located within patios shall be freestanding and easily moved.

5.2 Cabinets shall not exceed the height of the existing patio wall.

5.3 Wood cabinets will be painted to match the stucco color of the building.

5.4 Plastic molded cabinets must be neutral in color.

**6.0 BALCONY CABINETS**

6.1 Storage cabinets located within balconies shall be freestanding and easily moved.

6.2 Cabinets shall be placed against the exterior wall of the building and shall not be placed against the balcony railing.

6.3 Cabinets will be limited to two cabinets per balcony.

6.4 Wood cabinets will be painted to match the stucco color of the building.

6.5 Plastic molded cabinets must be neutral in color.