

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

December 8, 2009

The Regular Meeting of the Board of Directors of United Laguna Hills Mutual, a California Non-Profit Mutual Benefit Corporation, met on Tuesday December 8, 2009, at 9:30 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Gail McNulty, Lloyd Foster, Marty Rubin, Arlene Miller, Marv Rosenhaft, Linda Wilson, Mike Curtis, Ron Beldner, Barbara Copley, Michelle Stanton

Directors Absent: Tom Hunter

Others Present: Milt Johns, Patty Kurzet, Janet Price (11:49 A.M. – 11:58 A.M.)
Executive Session: Milt Johns, Cris Robinson, Patty Kurzet, Luis Rosas

CALL TO ORDER

Gail McNulty, 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

Director Gail McNulty led the Pledge of Allegiance to the Flag.

ACKNOWLEDGEMENT OF PRESS

Ms. Claire Webb from the Laguna Woods Globe, and the Channel 6 Camera Crew, by way of remote cameras, were acknowledged as present.

APPROVAL OF AGENDA

Director Curtis made a motion that, due to the emergency water shortage and due to unforeseen circumstances, the Board add to the agenda a resolution regarding water conservation practices. Director Rosenhaft seconded the motion and discussion ensued.

Mr. Johns read Civil Code §1363.05 which governs adding agenda items after agenda posting and recommended that the Board consider whether the motion is in order.

By a vote of 8-1-0 (Director Rubin opposed), the motion carried.

Without objection, the Board approved the agenda as amended.

Without objection, the Board agreed to limit the total time for Member Comments to 30 minutes, and if further time is necessary, the Board would consider allotting additional time.

MEMBER COMMENTS

- Dorothy Fredericks (776-Q) commented on the toy drive and on keeping patios clean
- Connie Grundke (2214-B) commented on landscape services labor rates
- Kay Margason (510-D) commented on non-profit organization audits
- Pamela Grundke (2214-B) commented on the Residents' Voice, its representation of the Community, and invited the Board members to attend their meetings
- Margaret Pearlman (342-D) commented on lighting in the Community and encouraged residents and Board members to attend the next "Let There Be Light" meeting
- Collette Siegman (607-A) commented on additional lighting at the clubhouses
- Rhoda Lindner (2013-C) updated the Board on the recycling program and requested that the Board appoint a representative to Earth Works
- Jerry Sheinblum (3488-C) announced the topic to be discussed at the next CCA town hall meeting
- Jewell Andersen (535-A) commented on Director Curtis' exclusion from closed session meetings and from entering the second floor
- Diane Penn (443-C) commented on additional lighting in the Community
- Delsie Zuzak (674-A) welcomed the new directors, commented on Director Curtis' exclusion from closed session meetings, and commented on additional lighting in the Community

RESPONSE TO MEMBER COMMENTS

- Mr. Johns responded to Mr. Grundke's comment on landscape service hourly rates and Ms. Andersen's statement regarding Director Curtis
- Director Rosenhaft addressed comments made regarding additional lighting
- Director Wilson commented on appointing a representative from the United Board to Earth Works
- Director Curtis addressed comments made regarding lighting and reporting cracks in the side walk to Property Services, and addressed statements regarding his exclusion from closed session meetings and the second floor
- Director Beldner thanked the Community for voting for him, and commented on the upkeep of vacated units

APPROVAL OF MINUTES

The Board reviewed the Minutes of the Regular Board Meeting of November 13, 2009, and approved them without objection.

CHAIR'S REMARKS

President McNulty commented on her goals during her term as Board President.

The Secretary of the Corporation, Director Linda Wilson, read a proposed resolution requiring Directors to execute a Pledge Agreement. Director Wilson moved to approve to resolution. Director Rosenhaft seconded the motion and discussion ensued.

Director Curtis amended the motion to add the paragraph: "WHEREAS, all Board members will comply with California Civil Codes and the California Corporations Codes." Director

Rosenhaft seconded the motion and discussion ensued re including reference to laws to which Board members are already bound.

By a vote of 1-8-0 (Director Curtis voted in favor), the amendment failed.

Mutual Member Mary Stone (356-C) commented on the language in the Pledge Agreement.

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

RESOLUTION 01-09-284

WHEREAS, in order to ensure that each United director is committed to fulfilling their fiduciary duties, obligations and responsibilities to the United Board and to the United Community; and

WHEREAS, such fiduciary duties, obligations and responsibilities include, but are not limited to, the duty to observe the United Board Resolution to follow its Rules of Decorum and to maintain in strict confidence any and all communications and information disclosed during Executive Sessions of the Board unless a majority of the Board expressly directs in writing that any otherwise confidential information may be disclosed to third parties; and

WHEREAS, each United director will sign an agreement ("Pledge Agreement") pledging to observe the United Rules of Decorum and to maintain in strict confidence any and all communications and information disclosed during Executive Sessions of the Board; and

WHEREAS, any United director not willing to sign the Pledge Agreement will not be permitted to attend Executive Sessions of the Board of United; and

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Board of Directors of this Corporation hereby requires that, in addition to fulfilling other fiduciary duties, individual directors must execute the Pledge Agreement (attached) and must maintain in strict confidence any and all communications and information disclosed during Executive Sessions of the Board; and, in addition and by way of this resolution, the Board requests that each director of this corporation execute the Rules of Decorum (Resolution 01-09-97 attached); and

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

NEW BUSINESS

Director Copley made a motion to establish a Joint Long Range Planning Committee. Director Rosenhaft seconded the motion and discussion ensued.

Mutual Member Mary Stone (356-C) commented on the motion.

By a vote of 9-0-0, the motion carried.

The Secretary of the Corporation read a proposed resolution approving a Joint Long Range Planning Committee charter. Director Wilson moved to approve the resolution. Director Foster seconded the motion and discussion ensued.

Director Copley made a motion to postpone the resolution and refer it to the Mutual's Long Range Planning Committee for further review, subject to the creation of a United Long Range Planning committee. Director Curtis seconded the motion and discussion ensued.

By a vote of 6-3-0 (Directors Stanton, Rubin, and Rosenhaft opposed), the motion carried.

Director Wilson made a motion to reconsider the previous motion. The motion was seconded and carried by a vote of 7-2-0 (Directors Copley and Curtis opposed).

Mutual Member Mary Stone (356-C) commented on the motion.

By a vote of 1-8-0 (Director Curtis voted in favor), the motion to postpone the resolution failed.

By a vote of 9-0-0, the motion to approve the charter carried and the Board of Director adopted the following resolution:

RESOLUTION 01-09-285

LAGUNA WOODS VILLAGE CORPORATIONS

JOINT LONG RANGE PLANNING COMMITTEE CHARTER

WHEREAS, the Community's leadership expressed a desire for a coordinated, meaningful, and mutually-endorsed approach to long range planning to ensure that Laguna Woods Village retains its status as California's premier active senior community; and

WHEREAS, joint committees of the Village's boards are not defined in the Bylaws of the corporations; thus, the creation of a joint committee will require that the "ground rules," in the form of a charter, are agreed to by all boards by way of resolution;

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Boards of Directors of this Corporation hereby assigns the duties and responsibilities of this Committee, as follows:

- Produce for respective board approval and implementation projects that will benefit the Village as a whole. The projects will be combinations of,

or complements to, corporation-specific and corporation-approved projects as described in the 30-year Reserve Expenditure Plans; and

- Facilitate joint implementation of board-determined projects for the purpose of coordinating Village goals and related expenditures. Should the Committee desire entertaining projects that are not already adopted in each board's Plan, the Committee will recommend that each (or pertinent) board adopt into its long range plan, the recommended project; and
- Consider how the individual corporate long range plans may offer opportunities for:
 - exploiting economies of scale for studies and/or capital expenditures to reduce investigative, construction, and any financing costs;
 - coordination of architectural themes; and,
 - recommending implementation for approval by the respective boards (and through their respective advisory committees as appropriate to create specifications, schedules, the RFP process, etc.) those objectives that may be defined as common between all four corporations.,
- Perform such other tasks as are assigned by the Boards of Directors

RESOLVED FURTHER, that the charter as prepared by this Board shall be subject to review and input from the Joint Long Range Planning Committee itself and also subject to the approval and adoption of this and the other Laguna Woods Village Corporations Boards of Directors; 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 Copley made a motion to establish a Governing Documents Ad Hoc Committee. Director Stanton seconded the motion and discussion ensued.

Director Wilson made a motion to postpone the motion to next month. Director Foster seconded the motion and the motion carried without objection.

Director Curtis made a motion to appoint members to a GRF Entitlement Ad Hoc Committee. The motion was seconded and discussion ensued. The motion carried unanimously, and the Board agreed to approve the appointments when the committee appointments are considered next month.

Without objection the Board ratified a letter to the El Toro Water District requesting reconsideration of assessed penalties to United.

The Secretary of the Corporation read a proposed resolution approving the number of members to serve on the Nominating Committee. Director Wilson moved to approve the resolution. Director Foster seconded the motion and discussion ensued.

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

RESOLUTION 01-09-286

WHEREAS, Article VIII of the Bylaws allows for the Board of Directors to determine the number of members, five (5) or seven (7), who shall serve on the Nominating Committee;

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Board of Directors hereby determines that five (5) members shall serve on the Nominating Committee, with an additional two (2) members to serve as alternates; and

RESOLVED FURTHER, that Resolution 01-09-03, adopted January 13, 2009 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 purpose of this resolution.

OLD BUSINESS

The Board entertained the motion postponed from the prior month approving revisions to Mutual Alteration Standard 19–Modesty Paneling, Balcony, and the Secretary of the Corporation, Director Linda Wilson, read the resolution.

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

Director Curtis amended the motion to strike the requirement in section 2.5 that “the vinyl lattice must be white in color.” The motion failed due to the lack of a second.

Mutual Member Mary Stone (356-C) commented on the motion.

By a vote of 7-2-0 (Directors Copley and Foster opposed), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-09-287

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, Maintenance & Planning 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, December 8, 2009, that the Board of Directors of this Corporation hereby approves the revisions of United Mutual Alteration Standard Section 19 – Modesty Paneling, Balcony, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that 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.

GENERAL MANAGER'S REPORT

Mr. Milt Johns provided an update on the Plan-A-Ride demand response bus program, and commented on water conservation and thanked the El Toro Water District for partially rescinding its penalty fees to the Mutual.

Ms. Janet Price entered the meeting at 11:49 A.M.

CONSENT CALENDAR

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

Architectural, Maintenance and Planning Committee:

RESOLUTION 01-09-288

RESOLVED, December 8, 2009 that the request of Ms. Doris Buck of 11-A Via Castilla for the Mutual to adjust the height of the existing step, by adding a step, at the entry walkway leading to her manor is hereby denied.

RESOLUTION 01-09-289

WHEREAS, on August 11, 2009, by way of Resolution 01-09-88, the Board of Directors of this Corporation approved the variance request of Ms. Toni Mendell of 31-C Calle Aragon to retain a 10'-0" wide by 7'-0" tall by 2'-0" deep storage cabinet on the patio of her manor, and she was charged \$50 for the variance request to partially offset the administrative costs to the Mutual for the processing of such request; and

WHEREAS, the United Finance Committee determined that the subject storage cabinet was accepted in the April 14, 1992 Final Inspection Report and considered Ms. Mendell's request for reimbursement of the \$50;

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Board of Directors of this Corporation hereby approves Ms. Mendell's request that the Mutual refund the \$50 variance request fee associated with her request to retain a storage cabinet on the patio of her manor; 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 01-09-290

RESOLVED, December 8, 2009 that the request of Ms. Elizabeth Rockefeller of 66-F Calle Aragon to construct an opening in her existing patio wall 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 66-F; 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, that the opening must be constructed identical to neighboring Manor 66-G (approximately 8'-6" wide by 4'-9" tall and a bottom sill height of 2'-9" high from the weep screed) to retain the visual integrity of the manor and surrounding area; and

RESOLVED FURTHER, that the finished opening must match the existing stucco finish on the subject patio wall. Wood trim around the opening will not be allowed.

RESOLUTION 01-09-291

RESOLVED, December 8, 2009 that the request of Mr. Rudolph Linder of 359-D Avenida Castilla to perform a kitchen and bath remodel at his manor is hereby approved; and

RESOLVED FURTHER, that all future costs and maintenance associated with the installation are the responsibility of the Mutual member at 359-D; and

RESOLVED FURTHER, that the Mutual Member must submit for review 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 prior to issuance of a Mutual permit. These plans must include structural details and calculations required to insure the structural integrity of the building is maintained upon completion of the proposed beam installation; 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, that the Board has, from time to time, received complaints of noise transference due to alterations within the interior of neighboring manors. For example, alterations to walls that allow noise to travel differently, alterations to plumbing that cause water noises within the shared walls, or alterations to floor coverings. Should the Board receive such a complaint concerning an alteration, the requesting member is hereby advised that they may be subject to member disciplinary proceedings and could be required to take additional noise mitigating measures, up to and including removing the alteration and restoring to original.

RESOLUTION 01-09-292

RESOLVED, December 8, 2009 that the request of Mr. Lawrence Sault of 366-A Avenida Castilla to perform a major interior remodel at his 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 366-A; and

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

RESOLVED FURTHER, that 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 prior to issuance of a Mutual permit; and

RESOLVED FURTHER, that the Board has, from time to time, received complaints of noise transference due to alterations within the interior of neighboring manors. For example, alterations to walls that allow noise to

travel differently, alterations to plumbing that cause water noises within the shared walls, or alterations to floor coverings. Should the Board receive such a complaint concerning an alteration, the requesting member is hereby advised that they may be subject to member disciplinary proceedings and could be required to take additional noise mitigating measures, up to and including removing the alteration and restoring to original.

RESOLUTION 01-09-293

RESOLVED, December 8, 2009 that the request of Ms. Maria Helton-Rehburg of 495-A Calle Cadiz to perform a bathroom addition 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 495-A; 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 plumbing modifications necessary to ensure that the integrity of the building's plumbing system is maintained upon completion of the bathroom addition, 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 the Board has, from time to time, received complaints of noise transference due to alterations within the interior of neighboring manors. For example, alterations to walls that allow noise to travel differently, alterations to plumbing that cause water noises within the shared walls, or alterations to floor coverings. Should the Board receive such a complaint concerning an alteration, the requesting member is hereby advised that they may be subject to member disciplinary proceedings and could be required to take additional noise mitigating measures, up to and including removing the alteration and restoring to original.

RESOLUTION 01-09-294

WHEREAS, Mr. Joseph Schwarz of 2078-B Ronda Granada disputes the charge of \$160 for the dry-down services conducted for moisture intrusion resulting from the failure of his alteration skylight, and requests that the Mutual reverses the charge; and

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Board of Directors of this Corporation hereby reaffirms its Damage Restoration Policy and denies Mr. Schwarz's request that the Mutual reverses the charge of \$160 for the dry-down services; 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 01-09-295

WHEREAS, Mr. and Mrs. Edward Hayes of 2079-A Ronda Granada dispute the charge of \$347.72 for damage restoration work performed at their manor, and requests that the Mutual reverses the charge; and

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Board of Directors of this Corporation hereby approves Mr. and Mrs. Hayes' request for the Mutual to reverse the damage restoration charges totaling \$347.72; and

RESOLVED FURTHER, that the Board of Directors hereby authorizes an unbudgeted operating expenditure in the amount of \$347.72 for the work performed; 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 01-09-296

RESOLVED, December 8, 2009 that the request of Ms. Sarah Moscoe of 2082-D Ronda Granada for the Mutual to install at its expense a walkway light at the foot of her entry steps is hereby approved; and

RESOLVED FURTHER, that the Board of Directors hereby authorizes an unbudgeted operating expenditure at an estimated cost of \$845 for the installation; and

RESOLVED FURTHER, that the Mutual shall assume the operational and maintenance costs of the walkway light.

Landscape Committee Recommendation:

- | | |
|-------|---|
| 433-C | Approval of request for tree removals/relandscaping along the horse trail at the Mutual's expense |
| 462-A | Approval of request for mortarless block garden wall at Mutual's expense |
| 592-F | Approval of request for off-schedule tree removal at the Mutual's expense |

Finance Committee Recommendations:

RESOLUTION 01-09-297

WHEREAS, Member ID 947-367-94 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, December 8, 2009, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-367-94; 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 01-09-298

WHEREAS, Member ID 947-369-28 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, December 8, 2009, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-369-28; 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 01-09-299

WHEREAS, Member ID 947-427-63 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, December 8, 2009, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-427-63; 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 01-09-300

WHEREAS, Member ID 947-435-08 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, December 8, 2009, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-435-08; 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 Arlene Miller gave the Treasurer's and the Finance Committee Reports.

Ms. Price left the meeting at 11:58 A.M.

Director Marv Rosenhaft reported from the Architectural, Maintenance, and Planning Committee.

The Secretary of the Corporation read a proposed resolution denying the request of 56-S Calle Cadiz to retain curtains on the balcony. Director Wilson moved to approve the resolution. Director Rosenhaft seconded the motion and discussion ensued.

By a vote of 8-1-0 (Director Curtis opposed), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-09-301

RESOLVED, December 8, 2009 that the request of Mr. and Mrs. Paul Caldwell of 56-S Calle Cadiz to retain curtains on the balcony of their manor is hereby denied; and

RESOLVED FURTHER, that the Board further requires removal of the curtains within 30 days of the Board's decision on the matter.

The Secretary of the Corporation read a proposed resolution authorizing staff to proceed with the bidding process and hire a lighting consultant. Director Wilson moved to approve the resolution. Director Rosenhaft seconded the motion and discussion ensued.

Mutual Members Collette Siegman (607-A) and Margaret Pearlman (342-D) commented on the specifications.

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

RESOLUTION 01-09-302

WHEREAS, several requests have been received from residents for more adequate lighting in the Community; and

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Board of Directors of this Corporation hereby authorizes staff to proceed with the bidding process and hire a lighting consultant to address and evaluate the existing lighting in United Mutual; and

RESOLVED FURTHER, that such work shall be funded from the existing 2010 Reserve Expenditures Plan at a cost not to exceed \$50,000 from the Replacement Fund; and

RESOLVED FURTHER, that the lighting consultant will focus on four pre-determined cul-de-sacs and follow the details outlined in the developed scope of work; 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.

The Secretary of the Corporation read a proposed resolution ratifying the Mutual's fumigation policy. Director Wilson moved to approve resolution. Director Foster seconded the motion.

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

RESOLUTION 01-09-303

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 Mutual annually budgets for a Pest Control Termites Program as a way to address termite infestation in the Mutual's buildings; and the Architectural, Maintenance and Planning Committee has recommended that the Board of Directors formally identify and approve its specific methods of termite management; and

WHEREAS, the Mutual's current procedure to treat termite infestation is to use chemicals as a localized treatment and tent fumigation as a whole-structure treatment; and

WHEREAS, the Mutual annually contracts with a licensed contractor to conduct termite inspections and perform treatment when necessary; and

WHEREAS, fumigation is the most commonly applied whole-structure treatment, and its effectiveness has been demonstrated throughout the years of research;

NOW THEREFORE BE IT RESOLVED, December 8, 2009, that the Board of Directors hereby affirms its use of fumigation treatments as the whole structure termite eradication treatment method in the Mutual's structures where termite infestations have migrated into inaccessible structure areas, and chemical treatments as the localized termite eradication treatment method in the Mutual's structures where termite infestations exist in accessible structure areas for the Mutual; 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.

President McNulty ruled the agenda item added re water conservation out of order due to her observation that the question was foreseeable and thus adding the item to the agenda would likely not comport with Civil Code requirements.

Director Linda Wilson reported from the Landscape Committee.

Director Arlene Miller reported from the Resident Relations Information Services.

No one reported from the Traffic Committee.

GRF HIGHLIGHTS

Due to time constraints, and without objection, the Board dispensed with the GRF highlights.

President McNulty reminded the Board about the 3 minute time limitation for each Director during Directors' Forum.

DIRECTORS' FORUM

- Director Curtis stated that he is looking forward to the upcoming year
- Director Copley thanked the residents who voted for her
- Director Stanton thanked the residents who voted for her
- Director Miller welcomed the new members to the Board and wished everyone a Merry Christmas and a Happy Hanukkah
- Director Rubin welcomed the new members and thanked President McNulty for a well run meeting
- Director Rosenhaft welcomed the new Board members
- Director Beldner thanked the residents who voted for him, and thanked staff for the quick response to the fallen tree due to the high winds, and encouraged residents to attend the City Town Hall meeting regarding the San Sebastian condominium development
- Director Foster wished everyone a Merry Christmas and a Happy New Year
- Director Wilson stated that she is looking forward to working with the new Board.

MEETING RECESS

The Regular Open Session Meeting recessed for lunch at 12:37 P.M. and reconvened back into the Regular Executive Session at 1:27 P.M.

Summary of Previous Closed Session Meetings per Civil Code Section §1363.05

The Traffic Committee of the Board met in Executive Session on November 18, 2009 to discuss member disciplinary issues.

ADJOURNMENT

With no further business before the Board of Directors, the meeting was adjourned at 4:45 P.M.

Linda Wilson, Secretary

UNITED LAGUNA HILLS MUTUAL

UNITED LAGUNA HILLS MUTUAL

SECTION 19 MODESTY PANELING, BALCONY MAY 1996, RESOLUTION U-96-62 REVISED DECEMBER 2009, RESOLUTION 01-09-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 his contractor. Member and/or his contractor must supply the Permits and Inspection office with city permit numbers prior to beginning work.
- 1.2 **MEMBER'S 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 his 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.

2.0 APPLICATIONS

- 2.1 All modesty panels will be attached directly to the inside portion of the railing. No panels shall be attached to the building, deck, or flooring.

- 2.2** Paneling will cover the railing completely from top to bottom and side to side, and will not extend beyond any existing railing.
- 2.3** All paneling will be rigid and easily removable.
- 2.4** Paneling may be of vinyl lattice, or of metal that is of solid design void of openings and gaps.
- 2.5** Metal paneling must be painted to match the color of the railing to which it is attached. Vinyl lattice must be white in color.
- 2.6** No screening or screen-type material shall be used as modesty paneling.

United Director's Pledge Agreement

I, _____, am an elected member of the Board of Directors (the "Board") of the United Laguna Hills Mutual ("United") and as such I understand that I have certain fiduciary duties, obligations and responsibilities to the Board and to United, including but not limited to the duty to maintain in strict confidence any and all communications and information disclosed to me during Executive Sessions of the Board unless the Board, by a properly noticed majority vote, expressly directs in writing that any otherwise confidential information may be disclosed to third parties. Further, I understand that I have the duty to abide by United's Rules of Decorum, as adopted in Resolution 01-09-97 and set forth specifically on Attachment A hereto, in all meetings and proceedings of the United Board, including but not limited to Open Board Meetings and Executive Sessions.

In recognition thereof, I hereby pledge, affirm, and agree that I will maintain in strict confidence any and all communications and information disclosed to me during Executive Sessions of the Board unless the Board, by a properly noticed majority vote, expressly directs in writing that any otherwise confidential information may be disclosed to third parties. Further, I pledge, affirm, and agree that I will abide by United's Rules of Decorum, as adopted in Resolution 01-09-97 and set forth specifically on Attachment A hereto, in all meetings and proceedings of the United Board, including but not limited to Open Board Meetings and Executive Sessions.

I declare under the penalty of perjury under the laws of the State of California that I have read this United Director's Pledge Agreement in its entirety, I agree to be bound by all of its terms and conditions, and I signed this United Director's Pledge Agreement at Laguna Woods Village on this ____ day of _____, 2009.

[SIGNATURE]

Attachment A to United Director's Pledge Agreement

RULES OF DECORUM

- A. Speakers must conduct themselves in a civil and respectful manner at all times.
- B. Members must be recognized by the Chair before speaking.
- C. All Members' comments shall be addressed to the Board through the Chair.
- D. Members must confine their remarks to the issue they are presenting to the Board during Member and Resident Comments or to the merits of the motion or resolution under consideration by the Board at other times during the meeting.
- E. Members are reminded that the right to speak to the Board does not include a right to engage the Board in debate. Although in their comments Members may raise questions for the Board's consideration, they may not interrogate nor cross-examine Board members or staff.
- F. Announcements shall be restricted to items of interest to the Board, and announcements of events from which Directors or other Members are excluded will be ruled out of order.
- G. Members shall refrain from discussing personalities or making personal attacks.
- H. Speakers must refrain from the use of individual names of Directors or staff. It is appropriate to refer to staff by title and/or department.
- I. Speakers shall not use profanity or obscene language.
- J. The audience shall not engage in disruptive behavior, such as yelling, booing, foot stomping or making remarks from the assembly floor.
- K. The audience shall refrain from private conversations during meetings.
- L. Members should come and go as necessary from the meeting room in the least disruptive manner possible.
- M. No placards, banners, or signs shall be permitted in the Board or meeting room, except those previously approved by the Board.
Directors shall observe the three (3) minute time limitation when responding to Member and Resident Member Comments and during the Directors Forum.
- O. Directors shall follow the Rules of Decorum.
- P. Political announcements or statements will be ruled out of order, except when previously approved by the Board.

Excerpted from RESOLUTION 01-09-97, the subject resolution reads:

WHEREAS, each Member of United Laguna Hills Mutual has an ongoing interest and right under California law to participate in the governance of their community, and

WHEREAS, the Board of Directors of the United Laguna Hills Mutual has an equal interest and duty under law to ensure that the management of the community's affairs is carried out professionally and in adherence with the provisions of the Davis-Sterling Act, and

WHEREAS, the Board has a desire to protect its Directors, Members and staff of the managing agent from personal attacks in a public forum, and

WHEREAS, neither the objective of maximum Member and Resident Member participation nor the objective of efficient governance and management is possible without the guarantee of regular and timely meetings conducted in an orderly fashion, and

WHEREAS, the Board of Directors wishes to promote such order and regulate meeting time in an even and consistent fashion, and

NOW THEREFORE BE IT RESOLVED, April 14, 2009, that the Board Meeting Rules is to take effect immediately upon adoption of the following rules:

**UNITED LAGUNA HILLS MUTUAL
OPEN BOARD MEETING RULES**

In order to provide for an orderly and professional meeting, this Board of Directors adopted the following meeting rules.

1. **RULES OF DECORUM**

- A. Speakers must conduct themselves in a civil and respectful manner at all times.
- B. Members must be recognized by the Chair before speaking.
- C. All Members' comments shall be addressed to the Board through the Chair.
- D. Members must confine their remarks to the issue they are presenting to the Board during Member and Resident Comments or to the merits of the motion or resolution under consideration by the Board at other times during the meeting.
- E. Members are reminded that the right to speak to the Board does not include a right to engage the Board in debate. Although in their comments Members may raise questions for the Board's

consideration, they may not interrogate nor cross-examine Board members or staff.

- F. Announcements shall be restricted to items of interest to the Board, and announcements of events from which Directors or other Members are excluded will be ruled out of order.
- G. Members shall refrain from discussing personalities or making personal attacks.
- H. Speakers must refrain from the use of individual names of Directors or staff. It is appropriate to refer to staff by title and/or department.
- I. Speakers shall not use profanity or obscene language.
- J. The audience shall not engage in disruptive behavior, such as yelling, booing, foot stomping or making remarks from the assembly floor.
- K. The audience shall refrain from private conversations during meetings.
- L. Members should come and go as necessary from the meeting room in the least disruptive manner possible.
- M. No placards, banners, or signs shall be permitted in the Board or meeting room, except those previously approved by the Board.
- N. Directors shall observe the three (3) minute time limitation when responding to Member and Resident Member Comments and during the Directors Forum.
- O. Directors shall follow the Rules of Decorum.
- P. Political announcements or statements will be ruled out of order, except when previously approved by the Board.

Signature of United Board Member: _____

Dated: _____