

AGENDA
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL NO. TWELVE
A Common Interest Development Civil Code §§ 4000-6150 Davis-Stirling Act
Administration Conference Room
Thursday, August 10, 2017, 9:00 A.M.

- 1 CALL TO ORDER, PLEDGE OF ALLEGIANCE
- 2 ROLL CALL
- 3 INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), STAFF:
 - 3.1 Mrs. Damoci, GRF Representative
 - 3.2 Mrs. Hopkins, Mutual Administration Director
 - 3.3 Mr. Harper & Mr. Antisdel Building Inspector
- 4 SHAREHOLDER'S COMMENTS
- 5 GOLDEN RAIN FOUNDATION REPRESENTATIVE'S REPORT, Mrs. Damoci
- 6 APPROVE MINUTES:
 - 6.1 Approve the Meeting Minutes by Calendar Consent for: July 10, 2017 and July 13, 2017.
- 7 BUILDING INSPECTOR'S REPORT, Mr. Harper / Mr. Antisdel
 - 7.1 Building permit approvals
 - 7.2 Review Inspector's Report
 - 7.3 Work order approvals
 - 7.4 Invoice approvals
 - 7.5 Laundry room GFI socket installs using a contractor instead of Service Maintenance.
- 8 CORRESPONDENCE
- 9 ANNOUNCEMENTS

(Staff Secretary Break – time to be determined by the President)

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- 10 MUTUAL ADMINISTRATION DIRECTOR'S REPORT, Ms. Hopkins
- 11 PRESIDENT'S Report, President Gillon
- 12 UNFINISHED BUSINESS
 - 12.1 Discuss Lockout Procedure policy 7549.12 draft
 - 12.2 Discuss Active Independent Living Disclosure draft
 - 12.3 Report on ByLaws corrections and Amendments Addendum (with intent to approve to send to Stock Transfer for disclosures, etc.)
- 13 NEW BUSINESS
 - 13.1 Andre proposal for new trees
 - 13.2 Discuss ratifying posted Policy 7027.12 Temporary Relocation During Repair and Maintenance .
 - 13.3 Resolved to rescind policy number 7069.12 Building Exterior and Common Area Modifications, due the fact that this policy was merged into policy 7481.12 Infrastructure Modifications in June 2016 and is obsolete and redundant.
 - 13.4 Discuss mailing to shareholders for compliance with Davis-Stirling §4041 Annual Notice of Owner Contact Information
 - 13.5 Laundry Room security and monitoring for vandalism and illegal use
 - 13.6 Discuss amending policy 7481.12 Infrastructure Modifications
 - 13.7 Discuss draft of 7510 Eligibility Requirements draft version done by committee from President's Council.
 - 13.8 Discuss Amending Policy 7622.12 Mutual Repairs and Replacements-

(STAFF SECRETARY WILL LEAVE THE MEETING BY 12:10 P.M.)

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Mutual Twelve

- 13.9 Discuss Infrastructure Reserve Fund
- 14 CHIEF FINANCIAL OFFICER'S REPORT, CFO Ferraro
- 15 DIRECTORS' REMARKS
- 16 EXECUTIVE SESSION (in compliance with Civil Code 4935, if required)
- 17 ADJOURNMENT

NEXT MEETING: SEPTEMBER 14, 2017

Contact President Gillon if you would like informal email notice of special meetings at Margaret.Gillon@mutual12.org

(Staff Secretary Break – time to be determined by the President)

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL NO. TWELVE
JULY 10, 2017**

DRAFT

CALL TO ORDER:

The Special Meeting of Seal Beach Mutual No. Twelve was called to order by President Gillon at 2:57 on Monday, July 10, 2017 in the Physical Property Conference Room.

ROLL CALL:

Those members present were: President Gillon, CFO Ferraro, Secretary Sprague, Director Anderson

Absent was: Vice President Carson

Also present: One Shareholder

The Board held a Special Executive Session Meeting on July 3, 2017 at 11:00 a.m. in the Physical Property Conference Room C. The purpose of the meeting was to discuss a Shareholder issue.

The Board held an Executive Session Meeting on July 3, 2017 at 1:30 p.m. in the Physical Property Conference Room. The purpose of the meeting was to discuss Shareholder and Contract issues.

The purpose of the meeting is to discuss Shareholder and Contractor issues.

Discussion on the contract for the engineering analysis of the irrigation system.

Following a discussion and on **MOTION** made by President Gillon, and second by CFO Ferraro, it was:

RESOLVED, To hire Rappaport Development Consulting Services to do a full inventory of Mutual Twelve's irrigation system and create a full report in the amount of \$17,760.00 to be charged to Infrastructure Reserves and authorize the President to sign the Contract and further authorize CFO Ferraro to process a 50% deposit upon execution.

The Motion passed.

Discussion on hiring two Pinnacle irrigation techs to help the Consultant.

Following a discussion and on **MOTION** made by President Gillon and second by Secretary Sprague, it was:

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL NO. TWELVE
JULY 10, 2017**

DRAFT

RESOLVED, To approve the work order from Pinnacle Landscape dated July 5, 2017, in the amount of \$3,200.00 for two irrigation technicians to help Rappaport Development Consulting Services to do the full inventory of Mutual Twelve's irrigation system to be charged to Infrastructure Reserves and authorize the President to sign the Work Order.

The Motion passed.

Vice President joined the meeting at 3:12.

The meeting was adjourned to Executive Session.

ADJOURNMENT:

President Gillon adjourned the meeting at 3:39

Attest:

Rose Marie Sprague, Secretary
SEAL BEACH MUTUAL NO. TWELVE
/RMS