

**MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TWELVE  
July 12, 2018**

The Regular Meeting of the Board of Directors of Seal Beach Mutual Twelve was called to order by President Carson at 9:05 a.m. on Thursday, July 12, 2018, followed by the *Pledge of Allegiance*, in the Administration Building, Conference Room A.

**SHAREHOLDER'S COMMENTS**

Several Shareholder's made comments.

**ROLL CALL**

Present: President Carson, Vice President Anderson (arrived at 9:06 a.m.), Secretary Sprague, Chief Financial Officer Ferraro, and Directors Milek and Mortesen

Absent: Director Hie

GRF Representative: None

Guests: Seven shareholders of Mutual Twelve

Staff: Ms. Hopkins, Mutual Administration Director  
Mr. Antisdell, Building Inspector  
Mrs. Aquino, Recording Secretary

President Carson welcomed guests and staff to the meeting.

**MINUTES**

President Carson asked for any corrections to the Regular Meeting minutes of June 7, 2018. Upon a MOTION duly made by Director Mortesen and seconded by CFO Ferraro, it was

RESOLVED, To approve the Regular Meeting Minutes for  
June 7, 2018, as written.

The MOTION passed.

President Carson asked for any corrections to the Organizational Meeting minutes of June 7, 2018. Upon a MOTION duly made by Director Mortesen and seconded by CFO Ferraro, it was

RESOLVED, To approve the Organizational Meeting minutes  
of June 7, 2018, as written.

The MOTION passed.

**BUILDING INSPECTOR'S REPORT**

Following a discussion, it was the consensus of the Board to postpone discussion regarding the opening and awarding of Tree Trimming Bids until the next Regular Board Meeting.

Following a discussion, it was the consensus of the Board to postpone discussion regarding the camera report from Empire Pipe Sewer cleaning until the next Regular Board Meeting.

Following a discussion, and upon a MOTION duly made by CFO Ferraro and seconded by Vice President Anderson, it was

RESOLVED, To authorize the Physical Property Inspector to request Service Maintenance to camera the sewer for six buildings, at a cost not to exceed \$1,000.

The MOTION passed.

Following a discussion and upon a MOTION duly made by Director Mortensen and seconded by President Carson, it was

RESOVLED, To approve the replacement of all carport dumpster signs, at a cost not to exceed \$1,500.

The MOTION passed.

Following a discussion, it was the consensus of the Board to postpone discussion regarding the update on Roofing Bids until the next Regular Board Meeting.

Following a discussion, it was the consensus of the Board to postpone discussion regarding the review of Patio Cover Prices until the next Regular Board Meeting.

**GRF REPRESENTATIVE**

No report was presented.

**GUEST SPEAKER – DIRECTV REPRESENTATIVE**

DirecTV representative, Mr. Kozel, discussed with the Board what DirecTV can provide to the Mutual.

Following a discussion, and upon a MOTION duly made by CFO Ferraro and seconded by Vice President Anderson, it was

RESOLVED, That the Mutual enter into a MDU (Multiple Dwelling Unit) right of entry agreement, with Thorcomm, LLC, for installation services, and authorize the President to sign the contract.

The MOTION passed.

**GUEST SPEAKER – DIRECTV REPRESENTATIVE (continued)**

Following questions, Mr. Kozel left the meeting at 9:38 a.m.

**UNFINISHED BUSINESS**

Following a discussion, and upon a MOTION duly made by CFO Ferraro and seconded by Vice President Anderson, it was

RESOLVED, To provide FENN Termite and Pest Control with a 30–day notice that the contract for rodent and bait stations will continue on a month to month basis beginning August 1, 2018.

The MOTION passed.

Following a discussion, it was the consensus of the Board to postpone discussion regarding the Rafter Tail Removal Project until the next Regular Board Meeting.

Following a discussion, and upon a MOTION duly made by Secretary Sprague and seconded by Director Mortensen, it was

RESOLVED, To ratify amended/posted Policy 7501 – Pet Ownership Policy.

The MOTION passed.

**NEW BUSINESS**

Following a discussion, President Carson appointed Secretary Sprague (Chair), Director Milek, and Shareholder Claudia Segó to the Mutual Twelve Landscape Committee.

Following a discussion, President Carson appointed Vice President Anderson (Chair), Director Mortensen and Shareholder Peter Segó to the Mutual Twelve Physical Property Committee

Following a discussion, President Carson appointed CFO Ferraro (Chair), Vice President Anderson to the Mutual Twelve Budget Committee.

President Carson called a break from 11:00 a.m. to 11:10 a.m.

Secretary Aquino took a break from 11:00 a.m. to 11:17 a.m.

**NEW BUSINESS (continued)**

Following a discussion, and upon a MOTION duly made by President Carson and seconded by CFO Ferraro, it was

RESOLVED, To approve Change Order #3- project management report additional inspections for sprinkler upgrades in the amount of \$9704.00 and authorize the President to sign the Change Order.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by CFO Ferraro and seconded by Secretary Sprague, it was

RESOLVED, To approve the Association Reserve Loyalty update plan, at a cost not to exceed \$1,420 per year, for a three-year term, and to authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Secretary Sprague and seconded by Director Milek, it was

RESOLVED, To approve that Mutual Twelve continues to receive one hard copy of the various Mutual' s monthly minutes in their Mailbox in the Stock Transfer Office.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by President Carson and seconded by CFO Ferraro, it was

RESOLVED, To approve that Mutual Twelve does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax Statement.

The MOTION passed.

**NEW BUSINESS (continued)**

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Director Mortensen, it was

RESOLVED, To approve that Mutual Twelve authorizes the Board's President and/or duly appointed Officer, to act on behalf of the Board, to execute the Notice of Intent to Withdraw.

The MOTION passed.

**SECRETARY / CORRESPONDENCE**

Secretary Sprague presented her report.

Shareholders are encouraged to water the trees near their unit until such time that the sprinklers are turned back on. Please continue to NOT water the grass.

**CHIEF FINANCIAL OFFICER'S REPORT**

CFO Ferraro presented her report (attached).

**MUTUAL ADMINISTRATION DIRECTOR'S REPORT**

Director Hopkins presented her report (attached).

**ANNOUNCEMENTS**

Next Meeting:

Thursday August 9, 2018, at 9:00 a.m. Administration Building Conference Room A

**COMMITTEE REPORTS**

There were no committee reports submitted.

**DIRECTOR'S COMMENTS**

Several Directors made comments

**SHAREHOLDER(S)' COMMENTS**

Several shareholders made a comment.

**ADJOURNMENT**

There being no further business to conduct, President Carson adjourned the meeting at 11:36 a.m. and announced there would be an Executive Session following the meeting to discuss member issues.

  
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Attest, Rose Marie Sprague, Secretary  
SEAL BEACH MUTUAL TWELVE  
ka:07/18/18  
Attachments

RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF JULY 12, 2018

- 07/07/18 RESOLVED, To approve the Regular Meeting Minutes for June 7, 2018, as printed.
- RESOLVED, To approve the Organizational Meeting minutes of June 7, 2018, as written.
- RESOLVED, To authorize the Physical Property Inspector to request Service Maintenance to camera the sewer for six buildings, at a cost not to exceed \$1,000.
- RESOVLED, To approve the replacement of all carport dumpster signs, at a cost not to exceed \$1,500.
- RESOLVED, That the Mutual enter into a MDU (Multiple Dwelling Unit) right of entry agreement, with Thorcomm, LLC, for installation services, and authorize the President to sign the contract.
- RESOLVED, To provide FENN Termite and Pest Control with a 30-day notice that the contract for rodent and bait stations will continue on a month to month basis beginning August 1, 2018.
- RESOLVED, To ratify amended/posted Policy 7501 – Pet Ownership Policy.
- RESOLVED, To approve Change Order #3- project management report additional inspections for sprinkler upgrades in the amount of \$9704.00 and authorize the President to sign the Change Order.
- RESOLVED, To approve the Association Reserve Loyalty update plan, at a cost not to exceed \$1,420 per year, for a three-year term, and to authorize the President to sign the contract.
- RESOLVED, To approve that Mutual Twelve continues to receive one hard copy of the various Mutual' s monthly minutes in their Mailbox in the Stock Transfer Office.
- RESOLVED, To approve that Mutual Twelve does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax Statement.
- RESOLVED, To approve that Mutual Twelve authorizes the Board's President and/or duly appointed Officer, to act on behalf of the Board, to execute the Notice of Intent to Withdraw.

# INSPECTOR MONTHLY MUTUAL REPORT

**MUTUAL: (12) TWELVE)**

**INSPECTOR: JERRY ANTISDEL**

**MUTUAL BOARD MEETING DATE: July 12, 2018**

**Print Date: 7/5/2018**

## PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS
46-E	HEAT PUMP	BOTH	04/30/18	07/30/18	NO	NONE	GREENWOOD
58-B	C P CABINET	GRF	04/20/18	09/20/18	NO	NONE	LW DÉCOR
68-L	SKYLIGHT	BOTH	05/15/18	07/10/18	NO	NONE	J C KRESS
74-C	ROOM ADDITION	BOTH	05/20/18	08/20/18	NO	06/20/18 FOOTINGS	GOLDEN STATE BUILDERS
74-C	ROOM ADDITION	BOTH	05/20/18	08/20/18	NO	07/03/18 PLUMBING	GOLDEN STATE BUILDERS
76-B	FLOORING	GRF	07/10/18	08/10/18	NO	NONE	KARYS CARPET
M-12	BACK FLOWS	BOTH	01/18/18	12/18/18	NO	NONE	PINNACLE LANDSCAPE
DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS	

GREY AREAS HAVE BEEN SIGNED OFF

### Escrow Activity

	NMI	PLI	NBO	FI	COE DATE	ROF
9-F		06/21/18				
37-H		06/25/18				
38-I		04/19/18				
39-B		05/10/18	06/13/18	06/19/18	07/03/18	
46-A		03/30/18				
55-G		04/04/18				
62-J		06/27/18				
73-F		03/28/18				
73-H		04/12/18				
74-D		05/04/18	06/21/18	06/28/18	07/13/18	

GREY AREAS HAVE BEEN SIGNED OFF

NMI = New Member Inspection    PLI = Pre-Listing Inspection    NBO = New Buyer Orientation

FI = Final Inspection    FCOEI = Final COE Inspection    ROF = Release of Funds

### Contract Services

### Project Description

EMPIRE PIPE CLEANING	CONTRACT GOOD UNTIL 2020
FENN TERMITE AND PEST CONTROL	CONTRACT GOOD UNTIL 2020
PINNACLE LANDSCAPE	MONTH TO MONTH
PINNACLE LANDSCAPE	IRRIGATION 2018
CONTRACT FOR DISH ON BUILDINGS	
CONCRET WORK AT CAPORTS 138 & 139 & 140 ALL DONE EXCEPT FOR PAINTING AND 1 REPAIR	
PRICE TO REPAIR WALK LIGHTS AT 2 LOCATIONS BY BUILDING 57 ESTIMATE \$ 3,170.00	
PRICE FOR NEW CARPORT DUMPSTER SIGNS INSTALLED NOT TO EXCEED \$450.00 FOR 12 SIGNS FOR CARPORTS	

### Site Visits

48							
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1012 Seal Beach Mutual No. Twelve Balance Sheet - Mutuals 06/30/2018
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P.O. Box 2069  
 Seal Beach CA 90740

Description			
<b>Current Assets</b>			
	Cash & Cash Equivalents	19,176.62	
	Total Cash & Unrestricted Deposits	<u>352,223.61</u>	
	<b>Cash in Bank &amp; Unrestricted Deposits</b>		<b>371,400.23</b>
<b>Receivables</b>			
1130500	Accounts Receivable - Member	3,637.92	
	Receivables - Outside Customers	523.88	
1134000	Accrued Interest	<u>6,997.79</u>	
	<b>Total Receivables</b>		<b>11,159.59</b>
<b>Other Current Assets</b>			
1151000	Prepaid Prop. & Liab. Ins.	24,189.30	
1153100	Prepaid Expense- Other	1,888.52	
1170000	Undivided Interest In Trust Funds	<u>788,627.99</u>	
	<b>Total Other Current Assets</b>		<b>814,705.81</b>
<b>Impound Account</b>			
1181000	Impounds - Property Taxes	<u>180,220.79</u>	
	<b>Total Impound Account</b>		<b>180,220.79</b>
	<b>Total Current Assets</b>		<b>1,377,486.42</b>
<b>Restricted Deposits &amp; Investments</b>			
1320000	Appliance Reserve Fund	26,110.61	
1330000	Painting Reserve Fund	93,945.01	
1375000	Roofing Reserve Fund	1,930,749.39	
1376000	Emergency Reserve Fund	295,971.47	
1377000	Infrastructure Reserve Fund	<u>342,989.83</u>	
	<b>Total Restricted Deposits &amp; Investments</b>		<b>2,689,766.31</b>
<b>Fixed Assets</b>			
	Land & Improvements	1,093,464.78	
	Buildings & Improvements	6,246,510.68	
1505000	Furniture & Equipment	38,271.41	
1518000	Community Facilities - Trust	2,481,718.64	
	Accumulated Depreciation	<u>(6,075,842.20)</u>	
	<b>Net Fixed Assets</b>		<b>3,784,123.31</b>
<b>Other Assets</b>			
1601500	Bond Premium	11,724.00	
1602000	Bond Premium Amortization	(9,020.24)	
1650000	Repair & Tax Deposits	<u>6,072.45</u>	
	<b>Net Other Assets</b>		<b>8,776.21</b>
	<b>Total Assets</b>		<b><u>7,860,152.25</u></b>

1012 Seal Beach Mutual No. Twelve Balance Sheet - Mutuals 06/30/2018
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P.O. Box 2069  
Seal Beach CA 90740

Description			
<b>Liabilities &amp; Stockholders' Equity</b>			
<b>Liabilities</b>			
2111000	Payable to Golden Rain Foundation	21,581.17	
2111700	Project Commitments- Reserves	346,078.00	
	Prepaid Monthly Dues	30,811.00	
2131000	Homeowner Exemption Withholding	2,528.58	
2132100	Accounts Payable - Other	9,656.41	
2153500	Accrued Property Taxes	23,029.07	
2180000	Repair & Tax Deposits	5,848.06	
	<b>Total Liabilities</b>		<b>439,532.29</b>
<b>Stockholders' Equity</b>			
<b>Capital Stock</b>			
3120000	Capital Stock - Common	172,129.00	
3510000	Additional Paid-in-Capital	5,536,000.00	
	<b>Total Capital Stock</b>		<b>5,708,129.00</b>
<b>Appropriated Additional PIC</b>			
3320000	Appliance Reserve Equity	26,110.61	
	Painting Reserve Equity	93,945.01	
	Roofing Reserve Equity	1,829,820.00	
3376000	Emergency Reserve Equity	295,971.47	
	Infrastructure Reserve Equity	97,841.22	
	<b>Total Appropriated Additional PIC</b>		<b>2,343,688.31</b>
3448000	Other Additions	2,633,131.77	
3449000	Additional Bldg Improvements	2,425,536.30	
	<b>Total Equity in Additions</b>		<b>5,058,668.07</b>
<b>Excess Income</b>			
3515000	Excess Inc / Exp - Prior Years Mutual	553,440.70	
	Current Year	3,770.70	
	<b>Total Excess Income</b>		<b>557,211.40</b>
	<b>Dep'n &amp; Amortization</b>		<b>6,247,076.82</b>
	<b>Net Stockholders' Equity</b>		<b>7,420,619.96</b>
	<b>Total Liabilities &amp; Stockholders' Equity</b>		<b>7,860,152.25</b>

1012 Seal Beach Mutual No. Twelve  
Budget Comparison - Mutuals  
06/30/2018

P.O. Box 2069  
Seal Beach CA 90740

Jun Actuals	Jun Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget	Annual Unused Budget
69,020	69,020	0	7210000	Trust Maintenance Costs					
				GRF Trust Maintenance Fee	405,356	414,120	8,764	828,245	422,889
69,020	69,020	0		Total Trust Maintenance Costs	405,356	414,120	8,764	828,245	422,889
				Utilities					
2,517	2,450	(67)	6420000	Electricity	13,042	14,700	1,658	29,398	16,356
12,279	5,817	(6,462)	6423000	Water	41,501	34,902	(6,599)	69,807	28,306
3,670	3,702	32	6424000	Trash	22,021	22,212	191	44,423	22,402
18,467	11,969	(6,498)		Total Utilities	76,564	71,814	(4,750)	143,628	67,064
				Professional Fees					
253	253	0	6430000	GRF Management Fee	1,518	1,518	0	3,037	1,519
5,461	2,640	(2,821)	6434000	Legal Fees	11,375	15,840	4,465	31,676	20,301
39	41	2	6435000	Bank Service Fees	231	246	15	488	257
5,753	2,934	(2,819)		Total Professional Fees	13,124	17,604	4,480	35,201	22,077
				Outside Services					
10,429	11,056	627	6475000	Landscape Maint. - Contract	62,575	66,336	3,761	132,671	70,096
3,616	1,975	(1,641)	6475500	Landscape Maint. - Extras	8,786	11,850	3,064	23,703	14,917
0	1,736	1,736	6475505	Landscape Maint. - Trees	2,118	10,416	8,298	20,828	18,710
270	140	(130)	6477100	Painting	7,162	840	(6,322)	1,681	(5,481)
438	895	457	6477200	Pest Control	1,705	5,370	3,665	10,740	9,035
0	1,984	1,984	6477300	Structural Repair	3,766	11,904	8,138	23,811	20,045
71	371	300	6477400	Miscellaneous Services	2,217	2,226	9	4,448	2,231
0	18	18	6512000	Escrow Expense - W/O	0	108	108	217	217
2,024	5,542	3,518	7552000	Service Maintenance-Standard	25,677	33,252	7,575	66,498	40,821
2,317	0	(2,317)	7552200	Maintenance Replacements	20,692	0	(20,692)	0	(20,692)
(2,317)	0	2,317	5394000	Transfers from Funded Resvs	(20,692)	0	20,692	0	20,692
16,848	23,717	6,869		Total Outside Services	114,006	142,302	28,296	284,597	170,591

1012 Seal Beach Mutual No. Twelve  
Budget Comparison - Mutuals  
06/30/2018

P.O. Box 2069  
Seal Beach CA 90740

Jun Actuals	Jun Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget	Annual Unused Budget
879	249	(630)	6720000	Taxes & Insurance					
				State & Federal Taxes	2,751	1,494	(1,257)	2,983	232
<u>10,204</u>	<u>10,057</u>	<u>(147)</u>	6730000	Property & Liability Insurance	<u>61,223</u>	<u>60,342</u>	<u>(881)</u>	<u>120,684</u>	<u>59,461</u>
11,082	10,306	(776)		Total Taxes & Insurance	63,975	61,836	(2,139)	123,667	59,692
52,150	48,926	(3,224)		Total Operating Expense	267,670	293,556	25,886	587,093	319,423
				Contributions to Capital					
3,198	3,198	0	7620000	Appliance Reserve From Assessments	19,187	19,188	2	38,373	19,187
3,767	3,767	0	7630000	Painting Reserve From Assessments	22,604	22,602	(2)	45,209	22,605
24,233	24,233	0	7675000	Roofing Reserve From Assessments	145,396	145,398	2	290,791	145,395
<u>26,000</u>	<u>26,000</u>	<u>0</u>	7677000	Infrastructure Reserve From Assessments	<u>156,000</u>	<u>156,000</u>	<u>0</u>	<u>312,000</u>	<u>156,000</u>
57,198	57,198	0		Total Contributions to Capital	343,187	343,188	2	686,373	343,187
178,368	175,144	(3,224)		Total Expenses	1,016,212	1,050,864	34,652	2,101,711	1,085,499

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1012 Seal Beach Mutual No. Twelve  
Budget Comparison - Mutuals  
06/30/2018

P.O. Box 2069  
Seal Beach CA 90740

Jun Actuals	Jun Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget	Annual Unused Budget
<b>OPERATING INCOME</b>									
				Financial Income					
4,281	1,757	2,524	5397000	Taxable Interest Income - Mutual	15,754	10,542	5,212	21,078	5,324
169	0	169	5397500	Tax Exempt Interest Income	1,026	0	1,026	0	(1,026)
(1,469)	(1,469)	0	5398100	Interest Income Allocation	(8,814)	(8,814)	0	(17,628)	(8,814)
24	2	22	5420000	Other Taxable Income	151	12	139	21	(130)
<u>3,005</u>	<u>290</u>	<u>2,715</u>		Total Financial Income	<u>8,117</u>	<u>1,740</u>	<u>6,377</u>	<u>3,471</u>	<u>(4,646)</u>
				Other Income					
104	50	54	5610000	Late Charges	269	300	(31)	597	328
0	2,667	(2,667)	5921000	Inspection Fees	9,750	16,002	(6,252)	32,002	22,252
30	0	30	5980000	Miscellaneous Income	8,658	0	8,658	0	(8,658)
170	0	170	5351100	Parking Fines	475	0	475	0	(475)
<u>304</u>	<u>2,717</u>	<u>(2,413)</u>		Total Other Income	<u>19,152</u>	<u>16,302</u>	<u>2,850</u>	<u>32,599</u>	<u>13,447</u>
3,309	3,007	302		Total Operating Income	27,269	18,042	9,227	36,070	8,801
				Contributions To Capital					
3,198	3,198	0	5120000	Appliance Reserve Contributions	19,187	19,188	(2)	38,373	19,187
3,767	3,767	0	5130000	Painting Reserve Contributions	22,604	22,602	2	45,209	22,605
24,233	24,233	0	5175000	Roofing Reserve Contributions	145,396	145,398	(2)	290,791	145,395
26,000	26,000	0	5177000	Infrastructure Reserve Contributions	156,000	156,000	0	312,000	156,000
<u>57,198</u>	<u>57,198</u>	<u>0</u>		Total Contributions To Capital	<u>343,187</u>	<u>343,188</u>	<u>(2)</u>	<u>686,373</u>	<u>343,187</u>
				Regular Assessments					
114,937	114,939	(2)	5111000	Carrying Charges	689,615	689,634	(19)	1,379,268	689,653
114,937	114,939	(2)		Total Regular Assessments	689,615	689,634	(19)	1,379,268	689,653
175,444	175,144	300		Total Income and Contributions to Capit.	1,060,070	1,050,864	9,206	2,101,711	1,041,641
(2,923)	0	(2,923)		Excess Inc/(Exp) Before Off-Budget Items	43,858	0	43,858	0	(43,858)
				Off-Budget Items					
6,688	0	(6,688)	8100000	Depreciation Expense	40,087	0	(40,087)	0	(40,087)
6,688	0	(6,688)		Total Off-Budget Items	40,087	0	(40,087)	0	(40,087)
(9,611)	0	(9,611)		Excess Inc.Exp. After Off-Budget Items	3,771	0	3,771	0	(3,771)

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**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TWELVE  
June 14, 2018**

The Organizational Meeting of the Board of Directors of Seal Beach Mutual Twelve was called to order by Acting Chairperson Ms. Hopkins at 11:18 a.m. on Thursday, June 14, 2018, in Clubhouse Four, Section C.

Those Directors present were: Richard Carson, Tony Anderson, Betty Hie, Cindy Mortesen, Susan Ferraro, Rose Sprague and Darlene Milek. The Mutual Administration Director Ms. Hopkins and Mutual Administration Secretary Kmiecik were also present.

Ms. Hopkins announced that the purpose of the meeting was to elect officers of the Board of Directors for the 2018-2019 term of office and to select the day and time of the Board's Regular Monthly Meeting.

Ms. Hopkins called for nominations for the office of President. Tony Anderson nominated Richard Carson for President. There being no further nominations, Richard Carson was elected to the office of President for the 2018-2019 term of office.

The chair was turned over to newly-elected President Carson, who then called for nominations for the office of Vice President. President Carson nominated Tony Anderson for Vice President. There being no further nominations, Tony Anderson was elected to the office of Vice President for the 2018-2019 term of office.

President Carson called for nominations for the office of Secretary. Vice President Anderson nominated Rose Sprague for Secretary. There being no further nominations, Rose Sprague was elected to the office of Secretary for the 2018-2019 term of office.

President Carson called for nominations for the office of Chief Financial Officer. Secretary Sprague nominated Susan Ferraro for Chief Financial Officer. There being no further nominations, Susan Ferraro was elected to the office of Chief Financial Officer for the 2018-2019 term of office.

The committee assignments will be made at the next regular Board of Directors meeting.

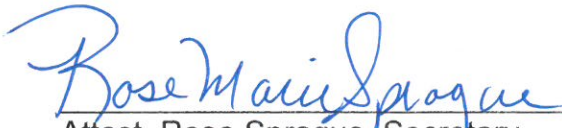
President Carson stated that the previous year's Organizational Meeting minutes have already been approved.

The Board discussed the time of the Regular Monthly Board Meetings. Upon a MOTION duly made by President Carson and seconded by CFO Ferraro it was

RESOLVED, That the Regular Monthly Board Meeting remain on the second Thursday of the month, in the Administration Building Conference Room A, and the time of the meeting will be 9:00 a.m.

The MOTION passed.

There being no further business, President Carson adjourned the meeting at 11:25 a.m.



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Attest, Rose Sprague, Secretary  
SEAL BEACH MUTUAL TWELVE  
lh: 6/14/18

## **RECAP OF GOLDEN RAIN FOUNDATION BOARD ACTIVITY OF JULY 24, 2018**

### Approved Minutes

Approval of the minutes of the January 23, 2018, May 22, 2018, June 5, 2018, June 12, 2018, June 18, 2018, and June 26, 2018 Golden Rain Foundation (GRF) Board of Directors (BOD) meetings were approved, as presented.

### General – Approval of GRF Board of Directors' Mission Statement

MOVED and duly approved the Mission Statement of GRF as: The Golden Rain Foundation provides an enhanced quality of life for our active adult community of Seal Beach Leisure World.

### General – Approval of GRF Board of Directors' Goals, #1

MOVED and duly approved Goal 1, Attract and retain quality employees and direct applicable committee/committees and GRF staff to take reasonable actions to accomplish Goal 1, as outlined in the agenda packet.

### General – Approval of GRF Board of Directors' Goals, #2

Goal 2, Increase Organizational effectiveness and efficiency and direct applicable committee/committees and GRF staff to take reasonable actions to accomplish Goal 2, as outlined in the agenda packet.

### General – Approval of GRF Board of Directors' Goals, #3

MOVED and duly approved Goal 3, Improve community access control and direct applicable committee/committees and GRF staff to take reasonable actions to accomplish Goal 3, as outlined in the agenda packet.

### General – Approval of GRF Board of Directors' Goals, #4

MOVED and duly approved Goal 4, Protect, preserve and improve Trust Assets and direct applicable committee/committees and GRF staff to take reasonable actions to accomplish Goal 4, as outlined in the agenda packet.

### General – Approval of GRF Board of Directors' Goals, #5

MOVED and duly approved Goal 5, Improve and enhance hardware, software and use of technology and direct applicable committee/committees and GRF staff to take reasonable actions to accomplish Goal 5, as outlined in the agenda packet.

### General – Appointment of Mutual Sixteen GRF Representative

MOVED and duly approved to appoint Steve Mcguigan as the GRF Director for Mutual Sixteen, until the merger with Mutual Fifteen is finalized.

### General – Approve Medical Center Lease

MOVED and duly approved of a lease of Trust Property identified as the Health Care Center Premises located at 1661 Golden Rain Road, Seal Beach, California, 90740, for an initial term of five (5) years, December 1, 2018 to November 30, 2023, between the Golden Rain Foundation of Seal Beach and Optum Care, for the use of a portion of Trust Property as identified, per Optum Care proposal dated July 12, 2018, and terms and conditions of the attached agreement and authorize the President to sign the agreement conditioned upon Optum Care submission of all documents required under the agreement.



Finance Committee – Accept June Financial Statements

Moved and duly approved to accept the June Financial Statements for audit.

Finance Committee – Approve CDAR Purchase

Moved and duly approved to authorize the purchase of a 52-week CDAR for \$250,000 of reserve funds at the current going interest rate offered at First Foundation Bank, which will be fully insured by the FDIC.

Finance Committee – Approve Limited Use of Trust Property Lease – Mutual Fourteen

Moved and duly approved a lease, for the term of three (3) years, July 27, 2018 to July 26, 2021, between the Golden Rain Foundation and Mutual Fourteen, a California Corporation, for the **limited** use of Trust Property commonly identified as Sunningdale Circle planter, per terms and conditions of the attached agreement, in the amount of one dollar (\$1.00) per year and authorize the President to sign the lease conditioned upon Mutual Fourteen's submission of all documents required under the agreement.

Finance Committee – Approve Limited Use of Trust Property Lease – Leisure World Trailer Club

Moved and duly approved a lease for the term of one (1) year, August 1, 2018 to July 31, 2019, between the Golden Rain Foundation and Leisure World Trailer Club, a California Corporation for the **limited** use of a portion of Trust Property within the area commonly identified as the RV Lot, per terms and conditions of the agreement attached in the agenda packet, in the amounts of One space allocation for the storage of the Club's general use storage trailer – one dollar (\$1.00) ) and authorize the President to sign the lease conditioned upon the Leisure World Trailer Club submission of all documents required under the agreement.

Finance Committee – Approve Limited Use of Trust Property Lease – Leisure World Trailer Club

Moved and failed to approve a lease for the term of one (1) year, August 1, 2018 to July 31, 2019, between the Golden Rain Foundation and Leisure World Trailer Club, a California Corporation for the **limited** use of a portion of Trust Property within the area commonly identified as the RV Lot, per terms and conditions of the agreement attached in the agenda packet, one space allocation for the storage of (to be determined by the GRF Board) – one hundred and fifty dollars (\$150.00) and authorize the President to sign the lease conditioned upon the Leisure World Trailer Club submission of all documents required under the agreement.

Physical Property Committee – Capital Funding Request – Medical Center to Clubhouse Six Crosswalk Revision

Moved and duly approved to award a contract to MJ Jurado, in the amount of \$5,500, to modify the crosswalk from the Medical Center to Clubhouse Six, per ADA Plus plan dated 5/14/2018, improving the accessibility for vision impaired members, adding \$2,000 in contingencies, which includes \$1,200 for thermal plastic paint, for a total cost not to exceed \$7,500, Capital funds, and authorize the President sign the contract.

Recreation Committee – Capital Funding Request – Patio Furniture, Veterans' Plaza

Moved and duly approved the purchase of six (6) patio sets and three (3) waste receptacles, from Leisure Creations, in an amount not to exceed \$13,230, Capital Funding and authorize the Executive Director to initiate the purchase.

Recreation Committee – Adopt Policy 1445-52, Mission Park Programs

Moved and duly approved to adopt Policy 1445-52, Mission Park Programs, as presented.

Recreation Committee – Adopt Policy 1446-53, Veterans' Plaza Programs

Moved and duly approved to adopt Policy 1446-53, Veterans' Plaza Programs, as presented.