



OPEN SESSION

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GOLDEN RAIN FOUNDATION OF LAGUNA WOODS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

**Tuesday, June 6, 2023, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

NOTICE OF THE AGENDA

The purpose of this meeting is to conduct the regular Golden Rain Foundation Board Meeting in accordance with *Civil Code §4930* and was hereby noticed in accordance with *Civil Code §4920*

1. Call Meeting to Order / Establish Quorum – President Carpenter

2. Pledge of Allegiance – Director Skillman

3. Acknowledgment of Media

4. Approval of Agenda

5. Approval of Minutes

- a. May 2, 2023 – GRF Board Regular Open Meeting
- b. May 18, 2023 – GRF Board Agenda Prep Meeting

6. Report of the Chair

7. CEO Report

8. Open Forum (Three Minutes per Speaker)

At this time Members only may address the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The board reserves the right to limit the total amount of time allotted for the Open Forum to thirty minutes. A member may speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/98131257242> or call 1 (669) 900-6833 or email meeting@vmsinc.org to have your message read during the Open Forum.

9. Responses to Open Forum Speakers

10. Consent Calendar

All matters listed under the Consent Calendar are recommended for action by committees and will be enacted by the board by one motion. In the event an item is removed from the Consent Calendar by members of the board, such item(s) shall be the subject of further discussion and action by the board.

Recommendation from the Finance Committee:

- a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of April 2023 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.
- b. Approve the 2023 Annual Election Schedule and Approve a Resolution Appointing the Inspector of Elections

11. Unfinished Business

- a. Update Committee Appointments
- b. Entertain a Motion to Approve Appeal Policy (**May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)
- c. Entertain a Motion to Approve Nuisance Policy (**May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)
- d. Entertain a Motion to Approve Harassment Policy (**May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)

12. New Business

- a. Entertain a Motion to Approve Donation of Miter Saw Clubhouse 4 Woodshop

13. The Board will take a 5-minute break (if needed)

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Hopkins. The committee met on April 19, 2023; next meeting June 21, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) GRF Treasurer's Report – Director Hopkins
 - (2) GRF Finance Committee Report
 - (3) GRF Board 2022 Annual Audit Report – Director Hopkins. The Committee met on April 6, 2023.
 - (4) GRF Budget Capital Review – Director Hopkins. The Committee met on May 23, 2023.
 - (5) GRF Budget - Operating Department Review – Director Hopkins. The Committee met on June 5, 2023.
- b. Report of the Community Activity Committee – Director Horton. The committee met on May 11, 2023; next meeting June 8, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Landscape Committee – Director Skillman. The committee met on

May 10, 2023; next meeting August 9, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- d. Report of the Maintenance & Construction Committee – Director Karimi. The committee met on April 12, 2023; next meeting June 14, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Directors Garthoffner and Dotson. The Committee met on March 6, 2023 and March 15, 2023; next meeting TBA.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on May 15, 2023; next meeting July 17, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Website Ad-Hoc Committee – Director Milliman. The committee met on May 22, 2023; Next meeting TBA.
 - (2) Broadband Ad Hoc – Director Milliman. The committee met on May 15 and May 31, 2023; next meeting June 27, 2023, at 3:00 p.m. in the Sycamore Room.
- f. Report of the Mobility & Vehicles Committee – Director Addington. The Committee met on February 1, 2023; next meeting June 7, 2023, at 1:30 p.m. in the Board Room.
- g. Report of the Security & Community Access Committee – Director Skillman. The Committee met on April 26, 2023; next meeting June 28, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Laguna Woods Village Traffic Hearings – Director Addington. The Traffic Hearings were held on May 17, 2023; next hearings on June 21, 2023, at 9:00 a.m. as a virtual meeting.
 - (2) Compliance Ad Hoc Committee – President Carpenter. The committee met on May 3, 2023; next meeting June 9, 2023, at 9:30 a.m. in the Sycamore Room.
 - (3) Executive Member Hearings Committee - President Carpenter. The committee met on June 1, 2023; next meeting TBA.
- h. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on June 5, 2023; next meeting July 25, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
- i. Information Technology Advisory Committee – Director Hopkins. The Committee met on June 2, 2023; next meeting TBA.
- j. Purchasing Ad-Hoc Committee – Director Carpenter. The Committee last met on May 25, 2023; next meeting TBA.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutionson 28-day public review or items for a future Board Meeting. No action will be takenby the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

16. Directors' Comments

- 17. Recess** *At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935: Member Disciplinary Matters; Personnel Matters; Contractual Matters; and Litigation Matters.*

Closed Session Agenda

VMS Board Update

Approved the Agenda

Approve the Minutes of:

(a) May 2, 2023 – Regular Closed Session

(b) May 17, 2023 – Special Closed Session

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss Legal/Legislation Matters

Discuss Member Disciplinary Matters

18. Adjournment



OPEN SESSION

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS A CALIFORNIA NON-PROFIT
MUTUAL BENEFIT CORPORATION**

**Tuesday, May 2, 2023, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

Directors Present: Bunny Carpenter, James Hopkins,
Gan Mukhopadhyay, Joan Milliman, Yvonne Horton, Reza Karimi,
Juanita Skillman, Debbie Dotson, Elsie Addington, Egon Garthoffner

Directors Absent: None

Staff Present:
CEO - Siobhan Foster, Makayla Schwieter, Paul Nguyen, Robert
Carroll, Carlos Rojas, Alison Giglio

Other Directors Present: S.K. Park, Andy Ginocchio, Cynthia Rupert, Alison Bok, Cash
Achrekar, Diane Casey

1. Call Meeting to Order/ Establish Quorum - President Carpenter

President Carpenter called the meeting to order at 9:30 a.m. and established that a quorum was present.

2. Pledge of Allegiance

Director Skillman led the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

The media via Village Television crew were present remotely by way of cameras.

4. Approval of Agenda

President Carpenter requested approval of the agenda.

President Carpenter requested that the Report of the Chair be used to remember the people that passed.

Hearing no further changes or objections, the modified agenda was approved by unanimous consent.

5. Approval of Minutes

- a. April 4, 2023 – GRF Board Regular Open Meeting
- b. April 20, 2023 – GRF Board Agenda Prep Meeting

There being no objections, the meeting minutes were each approved separately by unanimous consent.

6. Report of the Chair

- Director Garthoffner spoke about the life of his wife who recently passed
- Director Addington spoke about the life of former Third Director John Frankel
- Director Milliman spoke about the loss of former Board member, Jim Juhan, back in February
- President Carpenter spoke on the loss and life of Director Tibbetts

7. CEO Report

Siobhan Foster-CEO provided a report on the following items:

- What's Up in the Village
- Subscribe to Board email updates
- Check the latest news on Laguna Woods Village Website
- Board & Committee Meetings Schedule available on TeamUp
- Meetings via ZOOM
- Meetings via Granicus
- Watch Meetings on TV6
- Meeting recordings available on YouTube
- CodeRed emergency notifications
- Opt out of paper mailings

CEO Foster answered questions from the Board.

8. Open Forum (Three Minutes per Speaker)

At this time members were allowed to address the Board of Directors regarding items not on the agenda.

- A member commented on cross walks, pedestrian safety, and illuminated Stop Signs
- A member commented on speeding vehicles
- A member commented on clubhouse and fees associated with it
- A member commented on vitality of clubs and the issues with private parties

9. Responses to Open Forum Speakers

The following are responses to the open forum speakers:

- Director Hopkins commented on the clubhouse fees
- Multiple Directors commented on private parties

- Director Karimi clarified the difference between a private party and an event intended on generating money for that individual member
- Multiple Directors commented on crosswalks and illuminated stop signs

10. Consent Calendar

All matters listed under the Consent Calendar were recommended for action by committees and are enacted by the board by one motion. In the event an item is removed from the Consent Calendar by members of the board, such item(s) would be the subject of further discussion and action by the board.

Recommendation from the Finance Committee:

10a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of March 2023, and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

Hearing no changes or objections, the consent calendar was approved by unanimous consent.

11. Unfinished Business

11a. Update Committee Appointments

Director Milliman read the following resolution:

RESOLUTION 90-23-16

GRF Committee Appointments

RESOLVED, May 2, 2023, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Community Activities Committee

Yvonne Horton, Chair (GRF)
Elsie Addington (GRF)
Joan Milliman, Alternate (GRF)
Cush Bhada (Third)
Jules Zalon, Alternate (Third)
Mark Laws (Third)
Diane Casey (United)
Pearl Lee (United)
Frank Stern (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Roland Boudreau, Ajit Gidwani

Finance Committee

James, Hopkins, Chair (GRF)
Elsie Addington (GRF)
Debbie Dotson, Alternate (GRF)
Donna Rane-Szostak (Third)
Andy Ginocchio (Third)
Mark Laws, Alternate (Third)
Azar Asgari (United)
Thomas Tuning (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Rosemarie diLorenzo

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)
Bunny Carpenter (GRF)
Deborah Dotson (GRF)
Diane Casey (United)
Mary Simon (United)
Mark Laws (Third)
Advisor: Sue Margolis

Landscape Committee

Juanita Skillman, Chair (GRF)
Yvonne Horton, (GRF)
Diane Casey (United)
Sue Quam (United)
Jules Zalon (Third)
Nathaniel Ira Lewis (Third)
Andy Ginocchio, Alternate (Third)
Glenn Miller (Mutual 50)
Advisor: Catherine Brians

Maintenance & Construction Committee

Reza Karimi, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Egon Garthoffner, Alternate (GRF)
James Cook (Third)
Ralph Engdahl (Third)
Andy Ginocchio, Alternate (Third)
Lenny Ross (United)
Mary Simon (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Bill Walsh, Carl Randazzo, Ajit Gidwani

Clubhouse Renovation Ad Hoc Committee

Egon Garthoffner, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Deborah Dotson (GRF)
Reza Karimi (GRF)
Andy Ginocchio (Third)
Moon Yun, Alternate (Third)
Ralph Engdahl (Third)
Mary Simon (United)
Anthony Liberatore (United)
Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)
Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
Jim Cook (Third)
Cris Prince, (Third)
Moon Yun, Alternate (Third)
Maggie Blackwell (United)
Sue Quam (United)
Margaret Bennett (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost, Catherine Brians

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)
Debbie Dotson (GRF)
Anthony Liberatore (United)
Azar Asgari (United)
Mark Laws (Third)
Donna Rane-Szostak (Third)
Advisors: Lucy Parker, Diane Phelps

Broadband Ad Hoc Committee

Joan Milliman, Chair (GRF)
Jim Hopkins (GRF)
Debbie Dotson (GRF)
Cris Prince (Third)
Jim Cook (Third)
Diane Casey (United)
Maggie Blackwell (United)

Alison Bok (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisors: Martin Rosa

Mobility & Vehicles Committee

~~Don Tibbetts, Chair (GRF)~~

~~Vacant, Alternate (GRF)~~

Egon Garthoffner (GRF)

Elsie Addington, ~~Chair~~ (GRF)

James Cook, Alternate (Third)

Cush Bhada (Third)

Moon Yun (Third)

Azar Asgari (United)

Alison Bok (United)

Frank Stern (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

Advisor: Vashi Williams

Security and Community Access

~~Don Tibbetts, Chair (GRF)~~

Juanita Skillman, ~~Chair~~ (GRF)

~~Gan Mukhapadhyay (GRF), Temporary~~

S.K. Park (Third)

Donna Rane-Szostak, Alternate (Third)

Cash Achrekar (United)

Maggie Blackwell (United)

Sue Stephens (Mutual 50)

Peter Sanborn, Alternate (Mutual 50)

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Chair

Juanita Skillman (GRF)

Gan Mukhapadhyay (GRF)

S.K. Park (Third)

Moon Yun (Third)

Donna Rane-Szostak, Alternate (Third)

Anthony Liberatore (United)

~~Alison Bok (United)~~

Rick Kopps, Resident (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

Advisors: Tom Soule, Bruce Bonbright

Laguna Woods Village Traffic Hearings (Chair will alternate between Boards)

Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
S.K. Park, Alternate (Third)
Cash Achrekar, Alternate (United)
Pearl Lee (United)
Jules Zalon (Third)
Margaret Bennet (Mutual 50)
Sue Stephens, Alternate (Mutual 50)

Purchasing Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Jim Hopkins (GRF)
Mark Laws (Third)
Donna Rane-Szostak (Third)
Ralph Engdahl, (Third)
Thomas Tuning (United)
Lenny Ross (United)
Advisor: Carl Randazzo

Select Audit Task Force

James Hopkins (GRF)
Diane Phelps (VMS)
Cynthia Rupert (United)
Peggy Moore (Third)

Compliance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Maggie Blackwell (United)
Pearl Lee (United)
Mark Laws (Third)
Cris Prince (Third)
Joan Milliman (GRF)
Juanita Skillman (GRF)
Reza Karimi (GRF)

Correspondent – Elsie Addington (GRF)
El Toro Water District – Juanita Skillman (GRF)

RESOLVED FURTHER, that Resolution 90-23-14 adopted April 4, 2023, 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 this resolution.

Director Milliman made a motion to approve the Resolution for GRF Committee Appointments.
Director Dotson seconded.

Director Addington requested the word "Alternate" be added next to "Vacant" under Mobility & Vehicles Committee.

Hearing no changes or objections, the motion was approved unanimously.

11b. Entertain a Motion to Approve Equestrian Care Service Fees (April initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)

Director Milliman Read the following resolution:

RESOLUTION 90-23-17

Equestrian Care Services Fees

WHEREAS, the current pricing policy and fees were reviewed to establish fair costs to boarders while providing a high level of horse care and customer service. The proposed additional care services fees were determined after conducting a comprehensive regional cost analysis of similar facilities. CAC recommended the following proposed additional care services fees, subject to board approval:

New 2023 Proposed Equestrian Care Services Fees

EQUESTRIAN CENTER FEES	
Horse Care Services (per day)	\$35
Horse Boarding Fee (per month)	\$265
Shavings (per bag) *	\$7.50
Non-Resident Horse Boarding Fee	\$325
Non-Resident Shavings	\$8.50
Dry Stall	\$150
Horse Feed - Alfalfa Hay*	\$51
Horse Feed - Teff Hay*	\$69
Horse Feed - Orchard Hay*	\$90
Horse Feed - Timothy Hay*	\$99
Resident Trail Ride on GRF Horse (45 min)	\$15
Resident Trail Ride on Boarded Horse (45 min)	\$5

Resident Private Lesson with GRF Horse (45 min)	\$30
Resident Private Lesson with Boarded Horse (45 min)	\$20
Resident Group Lesson with GRF Horse (45 min)	\$15
Resident Group Lesson with Boarded Horse (45 min)	\$10
Non-Resident Trail Ride on GRF Horse (45 min)	\$27
Non-Resident Trail Ride on Boarded Horse (45 min)	\$15
Non-Resident Private Lesson with GRF Horse (45 min)	\$55
Non-Resident Private Lesson with Boarded Horse (45 min)	\$35
Non-Resident Group Lesson with GRF Horse (45 min)	\$35
Non-Resident Group Lesson with Boarded Horse (45 min)	\$20
Storage, horse trailer (annually)	\$160
Non-Resident Storage, horse trailer (annually)	\$240
Hauling horse in trailer (per hour)	\$50
Hauling horse in trailer (per mile)	\$0.58
SPECIALTY CARE SERVICES	
Turnout (monthly charges)	\$30
Feeding Prepared Grain or Feed (monthly charges)	\$30
Hand Walking (monthly charges)	\$150
Lunge (charges are per occurrence)	\$15
Blanketing or Fly Sheet, On & Off (monthly charges)	\$60
3rd Feeding option (monthly charges)	\$30
PROPOSED SPECIALTY CARE SERVICES	
Filling of 1 water bucket (per day)	\$1
Water bucket service -dumping, cleaning and refilling (each, per day)	\$3
Fly boots / on or off (per day)	\$1
Installation of rubber wall mats (per stall)	\$75
Slow feeder wall install (per stall)	\$10
Bucket holder installation (per stall)	\$15
Self-purchased waterer install (per stall)	\$20
Clean hay manger (per manger)	\$10
Clean grain manger (per manger)	\$5
Tack trunk move/removal (per occurrence)	\$50
Full grooming (per occurrence)	\$8
Full grooming / 5 days a week (per month)	\$100
Bath (per occurrence)	\$25
Stall wall cleaning or bleaching (per occurrence)	\$75
Repainting stall walls (per occurrence)	\$50
Stripping of stall (per occurrence)	\$20
Fans / on or off (per day)	\$1
Exercise ride / 45 minutes, includes warm-up/cool down (per occurrence)	\$25
Training ride / 45 minutes, includes warm-up/cool down (per occurrence)	\$35

Rinsing horse / after exercise or other (per occurrence)	\$5
Re-level turnout (per occurrence)	\$25
Additional sand for turnout	At cost
Extra cleaning (per day)	\$5
Holding for vet (per hour)	\$30
Body clipping / full- approved horses only (per occurrence)	\$150
Body clipping / trace clip- approved horses only (per occurrence)	\$100
Body clipping / bridle path, leg, face cleanup; approved horses only (per occurrence)	\$20
Mane pulling / trimming (per occurrence)	\$40
Boarder horse assessment ride + ride fee (per occurrence)	\$50
Tack fitting (per occurrence)	\$50
Wound treatment / cleaning and wrapping (per day)	\$8
PROPOSED SHOW FEES	
Show warm up (per day)	\$35
Show groom (per day / per horse)	\$50
Show night check (per day/ per horse)	\$10
Show Lunge	\$20
2-Standing wraps (per occurrence)	\$5
4-Standing wraps (per occurrence)	\$10
Show client horse- show warm up required (per class)	\$15
Show school horse + show fees + transport fees (per day)	\$75
Home show school horse use fee (per day)	\$15
PROPOSED TRAINING FEES	
Full training: 3 rides/lunges a week, 2 private lessons (per month)	\$425
Half training: 2 rides/lunges a week, 1 private lesson (per month)	\$275

*Fees subject to change due to current market value

WHEREAS, in 2022 the Equestrian Center piloted a care services program to allow for customized care of boarded horses, and;

WHEREAS, offered care services have proven to be extremely successful, with monthly revenue of approximately \$1,500 (\$18,000 annually) and have assisted in securing boarded horses that were previously not willing to board at a partial-care facility, due to the desire for more upscale care with full-service offerings, and;

WHEREAS, with the addition of the proposed care services fees, staff estimates an increase in revenue of approximately \$9,000 annually, and;

WHEREAS, on March 9, 2023, the Community Activities Committee (CAC) recommended the proposed additional equestrian care services fees, and;

WHEREAS, that this resolution supersedes and cancels resolution 90-21-47, adopted December 7, 2021;

NOW THEREFORE BE IT RESOLVED, May 2, 2023, the Board of Directors of this Corporation hereby adopts recommended additional equestrian care services fees; 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 Milliman made a motion to approve Resolution for Equestrian Care Services Fees.
Director Dotson seconded.

Hearing no changes or objections, the motion was approved unanimously.

12. New Business

12a. Entertain a Motion to Approve Appeal Policy (May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-23-XX

Appeals Policy, Amended, June 6, 2023

WHEREAS, from time to time Resident Members seek approval from the Golden Rain Foundation Board of Directors on many matters of Corporate business by way of the committee structure for review of a question that will ultimately be determined by the Board; and

WHEREAS, such committees forward recommendations regarding Members' requests to the Golden Rain Foundation Board for consideration, and if the proposed request is disapproved, then such decision is subject to appeal to the Golden Rain Foundation Board by the Mutual Member;

NOW THEREFORE BE IT RESOLVED, June 6, 2023, that the Board of Directors of this Corporation hereby establishes and adopts the attached Appeals Policy pertaining to the rights of Members to appeal decisions of Committees of the Board and, as applicable, by the Board regarding certain Corporate business, for this Corporation; and

RESOLVED FURTHER, Resolution 90-15-47, adopted September 1, 2015, is hereby superseded in its entirety and canceled; and

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

Discussion ensued among the Board.

Director Milliman made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Karimi seconded the motion.

There being no objections, the motion was approved unanimously.

12b. Entertain a Motion to Approve Nuisance Policy (May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-23-XX

Nuisance Policy, Adopted, June 6, 2023

WHEREAS, on August 2, 2022, the Board of Directors adopted the Nuisance Policy to set forth guidelines for nuisance complaints; and

WHEREAS, the Compliance Ad Hoc Committee has recognized the need to revise the Nuisance Policy to provide concise interpretation of the policy;

NOW THEREFORE BE IT RESOLVED, June 6, 2023, the Board of Directors of this Corporation hereby revised the Nuisance Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-22-35 adopted August 2, 2022, is hereby superseded and canceled; and

RESOLVE 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.

Director Milliman made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Dotson seconded the motion.

There being no objections, the motion was approved unanimously.

12c. Entertain a Motion to Approve Harassment Policy (May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-23-XX

Harassment Policy, Adopted, June 6, 2023

WHEREAS, the Board of Directors of Golden Rain Foundation of Laguna Woods (GRF) adopted the Anti-Harassment, Anti-Abuse and Anti- Intimidation Policy to allow for a Joint Committee to be created with United Laguna Woods Village (United) and Third Laguna Hills Mutual (Third);

WHEREAS, the United and Third Board of Directors elected not to adopt the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy; and

WHEREAS, the Compliance Ad Hoc Committee has recognized the need to adopt the Harassment Policy to set forth guidelines for harassment complaints received by the GRF Board;

NOW THEREFORE BE IT RESOLVED, June 6, 2023, that the Board of Directors of this Corporation hereby approves the Harassment Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-23-03 adopted January 3, 2023, is hereby superseded and canceled; 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.

Director Milliman made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Dotson seconded the motion.

There being no objections, the motion was approved unanimously.

12d. Entertain a Motion to Approve the Aquadettes Request for Exception to GRF Poster Policy

Director Milliman read the following resolution:

RESOLUTION 90-23-18

Aquadettes Request for Exception to GRF Poster Policy

WHEREAS, the GRF Poster Policy only allows advertising with posters for events held at the Performing Arts Center or Clubhouse 5; and

WHEREAS, the Aquadettes requested an exception to the GRF poster policy for the Aquadettes fundraiser event at Clubhouse 1 and the Aqua Follies show at Pool 1; and

WHEREAS, the Aquadettes are requesting (Attachment 2) an exception to the GRF poster policy to place two event posters at the following facilities; (1) Doug Houston & BBQ Dinner fundraiser poster May 17 through June 17 and (1) Aqua Follies show poster July 10 through August 10:

Clubhouse 1
Clubhouse 2
(2) Performing Arts Center
Clubhouse 4

Clubhouse 5
~~Recreation Office~~
~~19 Restaurant and Lounge~~

Provided space is available

WHEREAS, on April 13, 2023, the Community Activities Committee reviewed the club request and recommended an exception to the GRF poster policy for the Aquadettes fundraiser event at Clubhouse 1 and the Aqua Follies show at Pool 1; and

WHEREAS, the Aquadettes have been offering an annual summer Aqua Follies show to Laguna Woods Village residents and their guests for over 55 years at Pool 1; and

WHEREAS, the dimensions of the posters are 11x17 inches and 33x40 inches (Performing Arts Center poster size); and

WHEREAS, the Aquadettes posters would be advertised for 31 days each, prior to the events;

NOW THEREFORE BE IT RESOLVED, May 2, 2023, that the Board of Directors of this Corporation hereby adopts the exception to the GRF poster policy for the Aquadettes fundraiser event at Clubhouse 1 and the Aqua Follies show at Pool 1; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized to carry out this resolution as written.

Director Dotson made a motion to approve Resolution for Aquadettes Request for Exception to GRF Poster Policy. Director Karimi seconded.

Director Horton requested that on attachment 2, page 8 of 10, item 7, The Recreation Center, be removed.

Director Milliman requested item 6, 19th Restaurant, be removed.

Hearing no further changes or objections, the resolution was approved as amended.

12e. Entertain a Motion to Approve the Donation of Hearing Well Club Installation of Hearing Loop in Community Center Elm Room

Director Milliman read the following resolution:

RESOLUTION 90-23-19

Donation of Installation of Hearing Loop in Community Center Elm Room

This Agreement, entered into this 2nd day of May 2023, is by and between the Golden Rain Foundation ("GRF"), a California non-profit mutual benefit corporation and Hearing Well Club (Donor) installation of Hearing Loop in Community Center Elm Room.

WHEREAS, GRF and Donor recognize the importance of community facilities and amenities; and

WHEREAS, GRF and Donor acknowledge the benefit of donations when they have a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village; and

WHEREAS, the Hearing Well Club (Donor) has offered to provide installation of Hearing Loop in Community Center Elm Room; and

WHEREAS, the Recreation and Special Events Department Director or Financial Services Director reviewed and affirms the proposed donation meets the criteria for acceptance contained in the GRF Donation Policy:

- a. Meet a true need of the facility;
- b. Not interfere with the intended current or future use of the facility; and
- c. Not require the relocation of other equipment or infrastructure to accommodate the donation.

NOW THEREFORE BE IT RESOLVED, May 2, 2023, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth agree as follows:

- Section 1 The donation, known as installation of Hearing Loop in Community Center Elm Room, described below, is donated in its entirety to GRF, hereafter owned by GRF and managed on behalf of the residents of Laguna Woods Village by Village Management Services, Inc. (VMS)
- Section 2 Donation description: Installation of Hearing Loop (includes Hearing Loop)
Space of facility: Community Center Elm Room
Location: Community Center Elm Room
- Section 3 Amount of Donation
- | | |
|--------------------------|---------------------------|
| Item cost: | \$0.00 |
| Installation cost: | \$1,200.00(includes item) |
| Maintenance cost: | \$0.00 |
| Total estimated donation | \$1,200.00 |
- Section 4 GRF reserves the right to move/remove and/or retire the donation following cessation of the five-year period. The term shall commence upon the date entered into and indicated above.
- Section 5 GRF will not replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires.
- Section 6 Installation and Maintenance: GRF shall be responsible for installation (unless donated) and maintenance of the item, including any reasonable repairs
- Section 7 Term: The term of this agreement is a minimum of five years or beyond, if applicable; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized to carry out this resolution as written.

Director Milliman made a motion to approve Resolution for Donation of Hearing Well Club Installation of Hearing Loop in Community Center Elm Room. Director Dotson seconded.

Alison Giglio, Director of Recreation, stated that the cost will be added to the Resolution.

CEO Foster stated section 6 of the Resolution needs to be amended.

Hearing no changes or objections, the amended resolution was approved unanimously.

12f. Entertain a Motion to Approve Executive Hearings Committee Resolution

Director Milliman read the following resolution:

RESOLUTION 90-23-20

**Establishment of an Executive Hearings Committee for the Purpose of Hearing
Disciplinary Matters Adopted, May 2, 2023**

WHEREAS, the Golden Rain Foundation (GRF) Bylaws, Section 4.4 Discipline or Suspension, section 4.4.2 Disciplinary Action by Board: the Board may take disciplinary or suspension action against any Mutual Member, Qualifying Residents, Co-occupant, Tenant, short term renters, and their Guests for breach of the Governing Documents. Any disciplinary or suspension action authorized hereunder shall not act as a bar to the exercise of any other right or remedy; and

WHEREAS, GRF recognizes the need to establish an Executive Hearings Committee for the sole purpose of hearing disciplinary matters;

NOW THEREFORE BE IT RESOLVED, May 2, 2023, that the Board of Directors of this Corporation hereby establishes the Executive Hearings Committee with full autonomy and authority for the sole purpose of hearing and acting on disciplinary hearing matters; and

RESOLVED FURTHER, that the Executive Hearings Committee composition be as follows:

1. Comprised of three Directors and one alternate Director;
2. Address alleged violations of GRF Governing Documents and on GRF property;
3. To be held in a closed meeting monthly, as needed; and

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

Director Milliman made a motion to approve the Resolution for Establishment of an Executive Hearings Committee for the Purpose of Hearing Disciplinary Matters Adopted, May 2, 2023. Director Karimi seconded.

Director Milliman requested that the numbers 3 and 1 be spelled out in the resolution.

Director Addington requested the term short term rental be added.

Hearing no changes or objections, the amended Resolution was approved unanimously.

12g. Membership Occupancy Policy 90-17-28 Fee Update – (Oral Discussion)

President Carpenter discussed the membership occupancy policy 90-17-28 fee update.

Discussion ensued among the board.

Director Milliman read Resolution 90-19-57.

Director Milliman made a motion to refer this back to the Compliance Committee. Director Dotson seconded.

Hearing no objections, the motion was approved unanimously.

13. The Board took a 5-minute break

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Hopkins. The committee met on April 19, 2023; next meeting June 21, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) GRF Treasurer's Report – Director Hopkins
 - (2) GRF Finance Committee Report – Director Hopkins
- b. Report of the Community Activity Committee – Director Horton. The committee met on April 13, 2023; next meeting May 11, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Landscape Committee – Director Skillman. The committee met on February 8, 2023; next meeting May 10, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Maintenance & Construction Committee – Director Karimi. The committee met on April 12, 2023; next meeting June 14, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Directors Garthoffner and Dotson. The Committee met on March 6, 2023; next meeting TBA.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on March 20, 2023; next meeting May 15, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- (1) Website Ad-Hoc Committee – Director Milliman. The committee met on April 12, 2023; Next meeting May 4, 2023, at 1 p.m.
 - (2) Broadband Ad Hoc – Director Milliman. The committee met on April 25, 2023; next meeting May 23, 2023, at 3:00 p.m. in the Sycamore Room.
- f. Report of the Mobility & Vehicles Committee – Director Addington. The Committee met on February 1, 2023; next meeting June 7, 2023, at 1:30 p.m. in the Board Room.
- g. Report of the Security & Community Access Committee – Director Skillman. The Committee met on April 26, 2023; next meeting June 28, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- (1) Report of the Laguna Woods Village Traffic Hearings – Director Addington. The Traffic Hearings were held on April 19, 2023; next hearings on May 17, 2023, at 9:00 a.m. as a virtual meeting.
 - (2) Compliance Ad Hoc Committee – President Carpenter. The committee met on April 3, 2023; next meeting May 3, 2023, at 1:30 p.m. in the Sycamore Room.
- h. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on March 28, 2023; next meeting May 30, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
- i. Information Technology Advisory Committee – Director Hopkins. The Committee met on March 31, 2023; next meeting TBA.
- j. Purchasing Ad-Hoc Committee – Director Carpenter. The Committee last met on March 22, 2023; next meeting TBA.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

- Appeal Policy
- Nuisance Policy
- Harassment Policy
- Approve the Aquadettes Request for Exception to GRF Poster Policy

16. Director's Comments

- Director Skillman commented on the involvement in the last couple of months from members
- Director Dotson commented on the tutorial videos for residents. There will be an E-Blast when the videos are ready
- Director Hopkins commented board member participation
- Multiple Directors spoke on the loss of the individuals discussed earlier

•

17. Recess – In Memory of Don Tibbetts 12:07 p.m. - *At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935: Member Disciplinary Matters; Personnel Matters; Contractual Matters; and Litigation Matters.*

Closed Session Agenda

VMS Board Update

Approved the Agenda

Approve the Minutes of:

(a) April 4, 2023 – Regular Closed Session

Discuss and Consider Personnel Matters

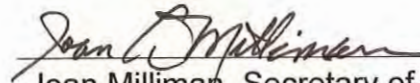
Discuss and Consider Contractual Matters

Discuss Legal/Legislation Matters

Discuss Member Disciplinary Matters

18. Adjournment

The meeting was adjourned at 4:14 p.m.


Joan Milliman, Secretary of the Board
Golden Rain Foundation



OPEN MEETING

**MINUTES OF THE BOARD OF DIRECTORS OF THE
THE GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Thursday, May 18, 2023 – 9:30 a.m.
Willow Room/Virtual Meeting**

GRF Agenda Prep Meeting

Directors Present: Bunny Carpenter, Yvonne Horton, Elsie Addington, Juanita Skillman, Reza Karimi, Gan Mukhopadhyay, Joan Milliman, Debbie Dotson, Jim Hopkins, Egon Garthoffner

Directors Absent: None

Staff Present: Siobhan Foster- CEO, Paul Nguyen, Makayla Schwietert, Catherine Laster

Others Present: None

1. Call Meeting to Order and Establish Quorum

President Carpenter called the meeting to order at 9:30 a.m. and established that a quorum was present.

2. Approval of the Agenda

President Carpenter asked for approval of the agenda.

Hearing no changes or objections, the agenda was approved by unanimous consent.

3. Announcements

President Carpenter made the following comments:

- Provided updates regarding the process of hiring a Financial Analyst to interview potential firms.
- Updates regarding the Mobility and Vehicles Committee meeting

Discussion ensued among the board.

3. Discuss and Consider Items to be placed on the Tuesday, June 6, 2023, Board Meeting Open & Closed Agendas

The Board discussed items to add or remove from the draft Open and Closed Agendas.

Director Addington made a motion to approve the June 6, 2023, Open Agenda. Director Horton seconded.

Hearing no changes or objections, the June 6, 2023, Open Agenda was approved unanimously.

Director Horton made a motion to approve the June 6, 2023, Closed Agenda. Director Milliman seconded.

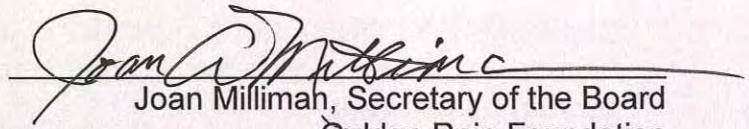
Hearing no changes or objections, the June 6, 2023, Closed Agenda was approved unanimously.

5. Director Comments

- Director Skillman inquired if residents can speak on the Directors Comments portion of an agenda, and additionally discussed parking issues with the community library.

6. Adjournment

The meeting was adjourned at 10:17 a.m.


Joan Milliman, Secretary of the Board
Golden Rain Foundation

STAFF REPORT

DATE: June 6, 2023
FOR: Golden Rain Foundation of Laguna Woods Board of Directors
SUBJECT: 2023 Election Schedule and Inspector of Election Services

RECOMMENDATION

Approve the proposed 2023 election schedule and appoint UniLect Corporation as the Inspector of Election for the Golden Rain Foundation of Laguna Woods (GRF) Annual Election of Directors.

BACKGROUND

The GRF Bylaws require the association to select an independent party as inspector of elections. The Inspector of Elections performs several tasks during an election, including but not limited to print, collate, mail, receive, register, store and safeguard secret ballots and required inner (ballot envelope) and outer envelope (mailing envelope) and provide election day services such as ballot counting, tabulation, validation, and certification of election results.

Section 5.2 of the GRF Bylaws stipulates in part that the annual meeting of Corporate Members shall be held on the second Wednesday of November of each year at 10 a.m. unless the Board of Directors fixes another time and/or date and so notifies the Corporate Members as provided in Section 5.4 of the Bylaws. If the scheduled annual meeting falls on a legal holiday, the annual meeting will be held on the next business day at the same time and place. Therefore, the annual Corporate Members Meeting will be held on Wednesday, November 8, 2023 at 10 a.m.

DISCUSSION

The proposed 2023 election schedule has been reviewed and details the dates upon which action must be taken by staff and the Inspector of Elections to comply with the adopted election rules. Key milestones include the following:

Milestone	Date
Nominations open	September 8, 2023
Nominations close	September 19, 2023
Mail ballot package	October 10, 2023
Ballots due	November 8, 2023
Annual meeting of Corporate Members	November 8, 2023

For compliance with Civil Code §5110, it is necessary to contract for an Inspector of Elections.

Working with the CEO's Office, the Purchasing Division advertised for bids from a variety of election service companies, including firms that are members of the Community Associations Institute (CAI). The results are as follows:

Name	Response
HOA Elect CA	Declined to provide a quote after reviewing scope of work on April 19, 2023
UniLect	Provided a quote to VMS
The Ballot Box	Declined to provide a quote after reviewing scope of work on March 16, 2023
The Inspectors of Election	Did not respond after reviewing the scope of work on March 17, 2023

Following the extensive search to identify a specialized contractor with proven expertise in homeowner association elections on the scale and magnitude of Laguna Woods Village and Golden Rain Foundation of Laguna Woods (GRF), and Davis-Sterling Act compliance, UniLect Corporation is recommended to serve as Inspector of Elections for the 2023 annual election. Based on the firm's satisfactory performance during the 2019, 2020, 2021, and 2022 elections, staff recommends that the board appoint UniLect Corporation to again serve as the Inspector of Election in 2023.

FINANCIAL ANALYSIS

The proposal submitted by UniLect Corporation for the 2023 Election of the Directors is \$1,400. Funding for the annual Election of the Directors is included in the annual operating budget.

Prepared By: Makayla Schwietert, Corporate Secretary

Reviewed By: Catherine Laster, Services Manager

ATTACHMENT(S)

Attachment 1: 2023 Election Schedule

Attachment 2: Resolution 90-23-XX, Approve Inspector of Election Services



Election Schedule 2023

Appoint Inspector of Elections	June 6, 2023
Approve Election Schedule	June 6, 2023
Mailing of Annual Election and Call for Candidates & Acclamation (postcard)	August 10, 2023
Nominations Open	September 8, 2023
Nominations Close (5 p.m.)	September 19, 2023
Delegate Election (Mutual Fifty)	TBA
Candidate Statements Due to Inspector of Elections (300 words)	September 19, 2023
Meet the Candidates	October 16, 2023
Replay of Meet the Candidates	TBA
Distribute Ballot Package	October 10, 2023
Notice Annual/Organizational Meeting and Agenda	October 25, 2023
Ballots Due Back (5 p.m.)	November 8, 2023
Tabulation Meeting: Counting of Ballots by Inspector of Elections	November 8, 2023
Annual Meeting Date	November 8, 2023, 10 a.m., Board Room
Organization Meeting	November 8, 2023

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RESOLUTION 90-23-XX

Approve Inspector of Election Services

WHEREAS, Civil Code §5110 and Corporations Code §7614 requires an association to select an independent third party as an inspector of elections; and

WHEREAS, an Inspector of Elections is used, among other tasks, to print and mail voter packages, inspect and tabulate ballots, and certify results;

NOW THEREFORE BE IT RESOLVED, June 6, 2023, that the Board of Directors of Golden Rain Foundation hereby approves a contract to UniLect Corporation to perform Inspectors of Election services for the 2023 Annual Meeting of the Corporate Members; and

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

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RESOLUTION 90-23-XX

GRF Committee Appointments

RESOLVED, June 6, 2023, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Community Activities Committee

Yvonne Horton, Chair (GRF)
Elsie Addington (GRF)
Joan Milliman, Alternate (GRF)
Cush Bhada (Third)
Jules Zalon, Alternate (Third)
Mark Laws (Third)
Diane Casey (United)
Pearl Lee (United)
Frank Stern (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Roland Boudreau, Ajit Gidwani

Finance Committee

James, Hopkins, Chair (GRF)
Elsie Addington (GRF)
Debbie Dotson, Alternate (GRF)
Donna Rane-Szostak (Third)
Andy Ginocchio (Third)
Mark Laws, Alternate (Third)
Azar Asgari (United)
Thomas Tuning (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Rosemarie diLorenzo

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)
Bunny Carpenter (GRF)
Deborah Dotson (GRF)
Martin Roza (GRF)
Diane Casey (United)
Mary Simon (United)

Mark Laws (Third)
Advisor: Sue Margolis

Landscape Committee

Juanita Skillman, Chair (GRF)
Yvonne Horton, (GRF)
Diane Casey (United)
Sue Quam (United)
Jules Zalon (Third)
Nathaniel Ira Lewis (Third)
Andy Ginocchio, Alternate (Third)
Glenn Miller (Mutual 50)
Advisor: Catherine Brians

Maintenance & Construction Committee

Reza Karimi, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Egon Garthoffner, Alternate (GRF)
James Cook (Third)
Ralph Engdahl (Third)
Andy Ginocchio, Alternate (Third)
Lenny Ross (United)
Mary Simon (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Bill Walsh, Carl Randazzo, Ajit Gidwani

Clubhouse Renovation Ad Hoc Committee

Egon Garthoffner, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Deborah Dotson (GRF)
Reza Karimi (GRF)
Andy Ginocchio (Third)
Moon Yun, Alternate (Third)
Ralph Engdahl (Third)
Mary Simon (United)
Anthony Liberatore (United)
Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)
Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
Jim Cook (Third)
Cris Prince, (Third)
Moon Yun, Alternate (Third)

Maggie Blackwell (United)
Sue Quam (United)
Margaret Bennett (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost,
Catherine Brians

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)
Debbie Dotson (GRF)
Anthony Liberatore (United)
Azar Asgari (United)
Mark Laws (Third)
Donna Rane-Szostak (Third)
Advisors: Lucy Parker, Diane Phelps

Broadband Ad Hoc Committee

Joan Milliman, Chair (GRF)
Jim Hopkins (GRF)
Debbie Dotson (GRF)
Martin Roza (GRF)
Cris Prince (Third)
Jim Cook (Third)
Diane Casey (United)
Maggie Blackwell (United)
Alison Bok (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
~~Advisors: Martin Rosa~~

Mobility & Vehicles Committee

Vacant, Alternate (GRF)
Egon Garthoffner (GRF)
Elsie Addington, Chair (GRF)
James Cook, Alternate (Third)
Cush Bhada (Third)
Moon Yun (Third)
Azar Asgari (United)
Alison Bok (United)
Frank Stern (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Vashi Williams

Security and Community Access

Juanita Skillman, Chair (GRF)
~~Gan Mukhapadhyay (GRF), Temporary~~

Martin Roza (GRF)

S.K. Park (Third)
Donna Rane-Szostak, Alternate (Third)
Cash Achrekar (United)
Maggie Blackwell (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Chair
Juanita Skillman (GRF)
Gan Mukhapadhyay (GRF)
S.K. Park (Third)
Moon Yun (Third)
Donna Rane-Szostak, Alternate (Third)
Anthony Liberatore (United)
Rick Kopps, Resident (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisors: Tom Soule, Bruce Bonbright

Laguna Woods Village Traffic Hearings (Chair will alternate

between Boards) Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
S.K. Park, **Alternate** (Third)
~~Jules Zalon (Third)~~
Mark Laws, Alternate (Third)
Cash Achrekar, Alternate (United)
Pearl Lee (United)
Margaret Bennet (Mutual 50)
Sue Stephens, Alternate (Mutual 50)

Purchasing Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Jim Hopkins (GRF)
~~Mark Laws (Third)~~
Donna Rane-Szostak (Third)
Andy Ginocchio (Third)
Ralph Engdahl, **Alternate** (Third)
Thomas Tuning (United)
Lenny Ross (United)
Advisor: Carl Randazzo

Select Audit Task Force

James Hopkins (GRF)

Diane Phelps (VMS)
Cynthia Rupert (United)
Peggy Moore (Third)

Compliance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Maggie Blackwell (United)
Pearl Lee (United)
Mark Laws (Third)
Cris Prince (Third)
Joan Milliman (GRF)
Juanita Skillman (GRF)
Reza Karimi (GRF)

Executive Hearings Committee

Bunny Carpenter, Chair (GRF)
Yvonne Horton (GRF)
Elsie Addington (GRF)
Joan Milliman, Alternate (GRF)

Finance Advisory Group

Jim Hopkins, Chair (GRF)
Tom Tuning (United)
Donna Rane-Szostak (Third)
Sue Stephens (Mutual Fifty)

Correspondent – Elsie Addington (GRF)
El Toro Water District – Juanita Skillman (GRF)

RESOLVED FURTHER, that Resolution 90-23-XX adopted May 2, 2023, 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 this resolution.

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ENDORSEMENT (to Board)

Discuss and Consider Appeal Policy Resolution:

On April 3, 2023 the Compliance Ad Hoc Committee reviewed the Appeal Policy Resolution.

Chair Carpenter made a motion to discuss the Appeal Policy Resolution in the GRF Laguna Woods Village. The Committee elected to approve the Appeal Policy with minor changes and present the policy at the next scheduled GRF board meeting in May for review.

By consensus, the motion passed.

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STAFF REPORT

DATE: June 6, 2023
FOR: Compliance Ad Hoc Committee
SUBJECT: Appeal Policy

RECOMMENDATION

The Committee approve the amended Appeal Policy.

BACKGROUND

On October 7, 2008, the Golden Rain Foundation (GRF) Board of Directors (Board) adopted an Appeal Policy (Resolution 90-08-69) to set forth guidelines for members to appeal the denial of requests made to committees.

On September 01, 2015, the Board amended the Appeal Policy for Resident Members Requests changing #2 in the appeal process from will to shall (Resolution 90-15-47).

Civil Code Section §4765 provides that decisions made by the Board or by a committee having the same composition as the Board relating to a member's architectural and/or landscape request that occur in an Open Session Board meeting in compliance with the requirements of Civil Code §4900 et seq. (the Open Meeting Act) may be final, without the right of a Member to appeal said decision.

The purpose of the Appeal Policy is to set forth guidelines for appeals of certain decisions made by the Board, Committees, or Management on Recreation and Special Events Department matters as well as decisions made regarding Member discipline and reimbursement to GRF by Members for expenses incurred by GRF for which the Member is responsible, including without limitation when applicable, legal fees and costs.

On February 17, 2023, the Compliance Ad Hoc Committee reviewed the current Appeal Policy and directed staff to amend the current policy to allow for Appeals and align with Third Laguna Hills Mutual Appeal Policy.

On March 8, 2023, the Committee reviewed the proposed Appeal Policy and made changes.

DISCUSSION

The Committee reviewing the changes to the Appeal Policy.

FINANCIAL ANALYSIS

None.

Prepared By: Blessilda Wright, Compliance Supervisor

Reviewed By: Jacob Huanosto, Compliance Coordinator

ATTACHMENT(S)

Attachment 1: Appeal Policy

Attachment 2: Appeal Policy Resolution 90-23-XX



Appeal Policy
Resolution 90-23-XX; Amended
June 6, 2023

I. Purpose

Golden Rain Foundation of Laguna Woods (GRF), requires a Member to seek approval from the Board of Directors (Board) on matters of Corporate business by way of the committee structure for review of a question that will ultimately be determined by the Board. Such committees forward recommendations regarding Members' requests to the Board for consideration, and if the proposed request is disapproved, then such decision may be subject to appeal to the Board by the Member.

The purpose of this document is to set forth the Appeal Policy (Policy). This includes, but not limited to, decisions made regarding recreation and special events, mobility & vehicles, disciplinary, occupancy and membership.

II. Definitions

For the purposes of this policy:

- a. Committee is a group of individuals appointed by the Board for a specific function. For example, the Community Activities Committee, and Mobility and Vehicles Committee review Members' requests for nonstandard changes and make recommendations to the Board for approval or denial.
- b. Community Rules - the Articles of Incorporation and Bylaws of GRF, the Trust Agreement; and any rules and regulations adopted by GRF. Any reference to the "Governing Documents" shall, for purposes of this Policy, be deemed a reference to the Community Rules set forth in this definition.
- c. Executive Session is defined as a closed meeting of the Board to address disciplinary/confidential matters.
- d. Member is defined as any person entitled to membership in GRF.
- e. Open Meeting is defined as a meeting open to the Members of GRF.
- f. Subject Matter Expert (SME) is defined as the Staff Member with the highest level of expertise in the specialized job, task, or skill.

III. Conditions

Non-disciplinary decisions made by the Board in Open Session are subject to one appeal.

Decisions made by the Board in Open Session:

- a. All decisions including other matters of corporate business by the Board made in meetings that satisfy the Common Interest Development Open Meeting Act may be subject to appeal.

- b. Notwithstanding the foregoing, if new information is brought to the Board's attention relating to a matter previously decided by the Board, the Board may, in its sole discretion, revisit the decision due to extraordinary circumstances. No Member shall be entitled to such reconsideration as a matter of right. The SME will review any extraordinary circumstances for consideration if submitted within 30 days in writing from the Board's determination.

Decisions made by the Board in Executive Session are subject to one appeal. The Executive Hearing Committee makes decisions on disciplinary/confidential matters including occupancy, violations of governing documents and membership decisions in Executive Session.

IV.Procedure

- a. Within 30 days of receipt of a written decision by either the Board or Executive Hearing Committee relating to Member discipline or a Committee decision, made at a meeting, the Member may appeal the decision by submitting a request in writing and as applicable providing new or different information, as to why the Member believes the committee made a wrong decision.
- b. No reconsideration request will be considered by the Board after one (1) year from the date of the original, final decision by the Board



Resolution 90-23-XX

**Appeals Policy
Amended, June 6, 2023**

WHEREAS, from time to time Resident Members seek approval from the Golden Rain Foundation Board of Directors on many matters of Corporate business by way of the committee structure for review of a question that will ultimately be determined by the Board; and

WHEREAS, such committees forward recommendations regarding Members' requests to the Golden Rain Foundation Board for consideration, and if the proposed request is disapproved, then such decision is subject to appeal to the Golden Rain Foundation Board by the Mutual Member;

NOW THEREFORE BE IT RESOLVED, June 6, 2023, that the Board of Directors of this Corporation hereby establishes and adopts the attached Appeal Policy pertaining to the rights of Members to appeal decisions of Committees of the Board and, as applicable, by the Board regarding certain Corporate business, for this Corporation; and

RESOLVED FURTHER, Resolution 90-15-47, adopted September 1, 2015 is hereby superseded in its entirety and canceled; and

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

May Initial Notification

28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.

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ENDORSEMENT (to Board)

Discuss and Consider Nuisance Policy Resolution:

On April 3, 2023 the Compliance Ad Hoc Committee reviewed the Nuisance Policy Resolution.

Chair Carpenter made a motion to discuss the Nuisance Policy Resolution in the GRF Laguna Woods Village. Ms. Wright gave an overview of the Nuisance Policy. The Committee members made comments and asked questions.

The Committee approved the Policy and made scribner changes and the following changes:

- Private Nuisance: Remove his/her/their/they.
- Odors: Add strong odors before second-hand...
- Violation of Laws: A Violation of federal, state laws, local ordinances, including without limitation, such violations such as public nudity, brandishing of weapon(s) in the presence of another Resident, a guest and/ or invitees or a staff member.
- V. Enforcement:

Remove who may be found in violation of the Governing Documents, or and ; make Resident, tenant, guest singular; and add and/or invitees.

Remove or such Member's unit/manor in the last-paragraph's first-line.

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STAFF REPORT

DATE: June 6, 2023
FOR: Compliance Ad Hoc Committee
SUBJECT: Nuisance Policy

RECOMMENDATION

Approve the amended Nuisance Policy.

BACKGROUND

On October 1, 2019, the Board of Directors adopted a Harassment and Nuisance Policy (Resolution 90-19-47) to set forth guidelines and address alleged violations of Harassment and/or Nuisance that occurs in GRF facilities. Previously, language for Nuisance violations was included with the Recreation and Special Events Department policies.

On October 5, 2021, the Board of Directors revised the Harassment and Nuisance Policy (Resolution 90-21-36) to reflect changes to State Law, introduce concepts of decorum and harassment based on protected classes, and outline the processes for investigation of allegations and Board Member or Committee Member discipline.

On June 7, 2022, the Board of Directors approved an Inter-Board Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Formation of a Joint Hearing Body. The policy and joint hearing body were approved for initial notification and have been postponed 28-days to comply with Civil Code §4360.

The rules enforcement program is coordinated by the Compliance Division under the Security Services Department.

On August 2, 2022, the Board of Directors approved the revised Nuisance Policy (Resolution 90-22-35) to set forth guidelines regarding the handling of nuisance complaints.

On January 27, 2023, the Compliance Ad Hoc committee directed staff to provide the Nuisance Policy for review.

On February 17, 2023, the committee directed staff to make changes to the Nuisance Policy which includes stating GRF properties, include The Towers Mutual No. Fifty and Location- GRF properties.

On March 8, 2023, the committee made additional updated to the Nuisance Policy.

DISCUSSION

The committee review and advise any additional updates to the Nuisance Policy.

FINANCIAL ANALYSIS

None.

Prepared By: Blessilda Wright, Compliance Supervisor

Reviewed By: Jacob Huanosto, Compliance Coordinator

ATTACHMENT(S)

Attachment 1: Nuisance Policy

Attachment 2: Nuisance Policy Resolution 90-23-XX



Nuisance Policy
Resolution 90-22-35, Adopted August
2, 2022 Resolution 90-23-XX, Amended
June 6, 2023

I. Purpose

The purpose of this Nuisance Policy (Policy) is to set forth guidelines for the treatment and handling of nuisance complaints on Golden Rain Foundation (GRF) property, in accordance with the requirements of GRF's Governing Documents, as defined below, and the law.

II. Definitions

- a. Community – Laguna Woods Village.
- b. Golden Rain Foundation (GRF) – the Golden Rain Foundation, a California nonprofit mutual benefit corporation.
- c. Governing Documents – all of the following, collectively, the Trust Agreement, the Articles of Incorporation; the Bylaws; the Rules and Regulations; and any Resolutions or Policies duly adopted by the Board; all as may be lawfully amended or modified from time to time.
- d. Location – GRF properties
- e. Member – any person who is an owner of a Unit in United Laguna Woods Mutual (United) or Third Laguna Hills Mutual (Third) or The Towers Mutual No. Fifty (Mutual 50) who has been approved for membership in accordance with the Governing Documents.
- f. Nuisance – see details under Conditions.
- g. Resident – any person who has been approved by the Board of Directors, or its designee, as applicable, for occupancy of a manor within United or Third or Mutual 50's development.
- h. Staff - Employees of Village Management Services, Inc. authorized to act on behalf of GRF.

III. Conditions for Nuisance

Nuisance in General: Anything which is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property, is a nuisance. (Civ. Code § 3479)

Public Nuisance: A public nuisance is one which affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal. (Civ. Code § 3480)

Private Nuisance: A private nuisance is a condition or activity that interferes with an individual's use or enjoyment of their property. (Civ. Code § 3479, 3481)

Based upon the foregoing provision of the various statutory provisions, with regard to GRF, a nuisance shall be deemed to be anything that unreasonably interferes with another Member or Resident's use and enjoyment of GRF facilities, as determined by the Board. Below are examples of activities that fall into a nuisance category; please note, however, that this is not an exhaustive list of potential nuisances, inasmuch as any activity that falls within the above definition of a nuisance shall be deemed a violation of GRF's Governing Documents:

1. **Noise:** Things that interfere with quiet enjoyment such as, Residents playing their music at an excessively loud volume, overly loud conversations, yelling or shouting, barking dogs, excessively loud vehicles, etc. Excessive and overly loud characteristics are measured against what a reasonable person in the same or similar circumstance would consider to be excessive or overly loud.
2. **Odors:** This includes second-hand smoke or other smoke odors such as but not limited to cigarettes, cigars, vaping matter/materials and marijuana. The word strong shall be measured against what a reasonable person in the same or similar circumstance would consider to be strong.
3. **Violation of Laws:** A violation of federal, state laws or local ordinances, including, without limitation, such violations as public nudity, brandishing weapon(s) at or in the presence of another Resident, a guest, invitees or a staff member.

IV. Nuisance Complaints and Investigation

A complaint may be registered by calling the Security Department at 949-580-1400 or the Compliance Division 949-268-CALL or email compliance@vmsinc.org. Staff will inform the reporting party to call the Security Department for documentation of the ongoing nuisance violation.

Investigating Alleged Nuisances: To determine whether or not a nuisance in violation of the Governing Documents is taking place or has occurred, Staff evaluates the alleged behavior, based upon the written complaint provided along with all of the information provided to support the complaint, and may further investigate the complaint before determining if the alleged behavior or nuisance activity in fact occurred, and whether the impact on other Members/Residents or units is deemed reasonable or unreasonable to an average reasonable person similarly situated. This may include, without limitation, further conversations with the reporting party and neighbors.

If Staff determines that the alleged nuisance in violation of the Governing Documents has or may have occurred, a warning letter may be sent to the

responsible Member and/or the Member may be sent a notice that the Member is being called to a disciplinary hearing before the Board or a committee thereof. At the disciplinary hearing, the Board will consider all evidence and documentation of the alleged nuisance violation, and the Member may speak and present evidence regarding the nuisance before the Board makes a decision on disciplinary action to be taken, if any.

V. Enforcement

GRF is authorized to take disciplinary action against any Member Resident, tenant, guest, or invitee found to be in violation of the Governing Documents. When a complaint is lodged regarding the occurrence of a violation, the Board of Directors has a duty to investigate and impose, if appropriate, discipline as set forth in the Governing Documents. Discipline shall be imposed, if at all, after a duly noticed disciplinary hearing in accordance with the requirements of statute and GRF's Governing Documents.

If a Member is found to have committed a nuisance violation as defined herein, the Board has the authority to impose monetary fines, suspend Member(s) privileges, and/or bring forth legal action, as more fully set forth in the Governing Documents, including without limitation the Schedule of Monetary Penalties, as may be revised from time to time. Each Member is entirely responsible for ensuring that the Governing Documents are followed by anyone they allow into the Community—this includes any co-occupant, lessee, guest, care provider, vendor, invitee or contractor.

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Resolution 90-23-XX

**Nuisance Policy
Adopted, June 6, 2023**

WHEREAS, on August 2, 2022 the Board of Directors adopted the Nuisance Policy to set forth guidelines for nuisance complaints; and

WHEREAS, the Compliance Ad Hoc Committee has recognized the need to revise the Nuisance Policy to provide concise interpretation of the policy;

NOW THEREFORE BE IT RESOLVED, June 6, 2023, the Board of Directors of this Corporation hereby revised the Nuisance Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-22-35 adopted August 2, 2022, is hereby superseded and canceled; and

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

May Initial Notification

28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.

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ENDORSEMENT (to Board)

Discuss and Consider Harrassment Policy Resolution:

On April 3, 2023 the Compliance Ad Hoc Committee reviewed the Harassment Policy Resolution.

Ms. Wright gave an overview of the Harassment Policy. The Committee members made comments and asked questions.

The Committee elected to approve the Harassment Policy with minor changes and present the policy at the next scheduled GRF board meeting in May for review.

By consensus, the motion passed.

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STAFF REPORT

DATE: June 6, 2023
FOR: Compliance Ad Hoc Committee
SUBJECT: Harassment Policy

RECOMMENDATION

Staff recommends to adopt the Harassment Policy.

BACKGROUND

On October 1, 2019, the Board of Directors adopted a Harassment and Nuisance Policy (Resolution 90-19-47) to set forth guidelines to address alleged violations of harassment and/or nuisance that occurs in GRF facilities. Previously, language for nuisance violations was included with the Recreation and Special Events Department policies.

On October 5, 2021, the Board of Directors revised the Harassment and Nuisance Policy (Resolution 90-21-36) to reflect changes to state law, introduce concepts of decorum and harassment based on protected classes, and outline the processes for investigation of allegations and Board Member or Committee Member discipline.

On June 7, 2022, the Board of Directors approved an Inter-Board Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Formation of a Joint Hearing Body. The policy and joint hearing body were approved for initial notification and have been postponed 28-days to comply with Civil Code §4360.

On September 6, 2022, the GRF Board of Directors unanimously adopted the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and authorize the formation of a Joint Hearing Body (Resolution 90-22-39). The Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy replaced and incorporated the Harassment Policy (Resolution 90-21-36).

The rules enforcement program is coordinated by the Compliance Division under the Security Services Department.

On March 8, 2023, the Compliance Ad Hoc Committee approved and reviewed version 1 of the Harassment Policy. The committee made updates to the policy.

DISCUSSION

The committee reviewed the updates to the Harassment Policy.

FINANCIAL ANALYSIS

None.

Prepared By: Blessilda Wright, Compliance Supervisor

Reviewed By: Jacob Huanosto, Compliance Coordinator

ATTACHMENT(S)

Attachment 1: Harassment Policy

Attachment 2: Harassment Policy Resolution 90-23-XX



Harassment Policy
Resolution 90-22-39; Adopted September 6, 2022 and
Resolution 01-22-73; Adopted November 8, 2022
Resolution 90-23-XX, Amended June 6, 2023

I. Purpose

The Board of Directors (Board) of the Golden Rain Foundation (GRF) requires a clear and consistent policy to address claims of harassment, abuse and intimidation. Harassment, abuse and/or intimidation are strictly prohibited in the community. This Harassment Policy (Policy) provides guidance relative to such behavior.

This policy applies to:

- a. Members;
- b. Residents;
- c. GRF Board and advisors; and
- d. Member's or resident's guests.

The claims of harassment, abuse and/or intimidation may be against:

- a. Members;
- b. Residents;
- c. GRF Board and advisors;
- d. Member's or resident's guests; and
- e. VMS employees.

VMS investigates incidents of harassment, abuse and/or intimidation from an employer's standpoint pursuant to the VMS Anti-Harassment Policy, and by necessary implication, there will be overlap when an employee is harassed by any of the foregoing and vice-versa.

This Policy has been adopted by the GRF Board to exercise its duties to maintain, protect and enhance the value and desirability of Laguna Woods Village and the interests of all of its members.

II. Definitions

- a. Abuse - See details under Conditions for Abuse.
- b. Community - Laguna Woods Village, including, but not limited to, the community center, gate houses, clubhouses and amenities.
- c. Claimant - Member, resident, board member, advisor, member's or resident's guest who submits a claim of alleged harassment, abuse and/or intimidation (claim) involving member, resident, board member, advisor, member's or resident's guest, and/or employee.
- d. Director - A board member from GRF or VMS boards of directors.
- e. Governing documents - All of the following, collectively: the Trust Agreement, Articles of Incorporation, Bylaws, rules and regulations, and resolutions or

policies duly adopted by boards of directors of GRF; all as may be lawfully amended or modified from time to time.

- f. Harassment - See details under Conditions for Harassment.
- g. Intimidation - See details under Conditions for Intimidation.
- h. Member - any person who is an owner/shareholder of a Unit in United Laguna Woods Mutual (United) or Third Laguna Hills Mutual (Third) or The Towers Mutual No. Fifty (Mutual 50).
- i. Resident - An approved occupant of a residence in Laguna Woods Village.
- j. Respondent - Member, resident, board member, advisor, member's or resident's guest, or employee who is the subject of harassment, abuse and/or intimidation claim.
- k. Staff - Employees of VMS.

III. **Conditions for Harassment**

Below are various definitions and descriptions of harassment under both federal and California law:

- a. Federal law: "harassment" "a serious act or a course of conduct directed at a specific person that causes substantial emotional distress in such person and serves no legitimate purpose" (18 U.S.C.A. §1514[d][1][B]).
- b. California law: "harassment" unlawful violence, a credible threat of violence or a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys or harasses that person, and that serves no legitimate purpose (Code of Civil Procedure §527.6[b][3]).
- c. Department of Housing and Urban Development (HUD) "Final Rule": Recent federal regulations/guidelines enacted by the Department of Housing and Urban Development (HUD) impose certain obligations on GRF with regard to the investigation and treatment of reported harassment. The new guidelines, adopted in August 2016, were enacted in an effort to further define and address housing discrimination in the form of harassment. In that regard, HUD's new guidelines now deem any form of harassment in housing or within housing developments a form of illegal discrimination. Based on HUD's guidelines, homeowners' associations, including GRF are required to evaluate alleged harassment to investigate whether a resident is being subjected to harassment to the extent that it may amount to illegal housing discrimination. Pursuant to the guidelines, GRF is required to investigate all reported claims of potential harassment of residents and, as appropriate, take all action permitted under the governing documents to address such harassing behavior (24 CFR 100.600).

IV. **Conditions for Abuse**

Below are various definitions and descriptions of abuse under both federal and California law:

- a. Federal law: "abuse" is defined to mean "the knowing infliction of physical or psychological harm or the knowing deprivation of goods or services that are necessary to meet essential needs or to avoid physical or psychological harm" (42 USC §1397[j]).
- b. California law: "abuse" includes, but is not limited to, intentionally or recklessly

causing or attempting to cause bodily injury, sexual assault and placing a person in reasonable apprehension of imminent serious bodily injury to that person or to another. Abuse is not limited to the actual infliction of physical injury or assault (Family Code §6203). For purposes of this Policy, “abuse” also includes conduct that creates a hostile work environment as defined under California law.

V. Conditions for Intimidation

Below are various definitions and descriptions of intimidation under both federal and California law:

- a. Federal law: “intimidation” is defined to mean “a serious act or course of conduct directed at a specific person that (i) causes fear or apprehension in such person; and (ii) serves no legitimate purpose” (18 USC §1514[d][1]).
- b. California law: “intimidation” was noted “to make timid or fearful; to inspire or affect with fear; to make fearful; to frighten ... to deter, as by threats. ...” (In re Bell, 19 Cal. 2d 488, 122 P.2d 22 [1942][dissent]).

VI. Examples of Harassment, Abuse and/or Intimidation

Examples of harassment, abuse and/or intimidation in community, subject to review and interpretation by committee, may include:

- a. Physical intimidation;
- b. Threatening bodily harm or to harm one’s property;
- c. Discriminatory shouting and yelling;
- d. Stalking, such as following someone around to intimidate or “make a point”;
- e. Disrupting organized activities in progress, including board and committee meetings;
- f. Entering the second floor of the community center without escort or pass with intent to disrupt operations;
- g. Interfering, instructing or otherwise disrupting the work of vendors or staff;
- h. Unreasonable, and/or hostile telephone calls and/or emails without a legitimate purpose to a resident, vendor or staff;
- i. Disparaging someone;
- j. Humiliating someone; and/or
- k. Other behavior that the ordinary person would find unreasonable and/or threatening.

VII. Reporting Harassment, Abuse and/or Intimidation Claims

To report a claim: members, residents, GRF, directors, advisors, and guest’s, and/or invitees may contact:

- a. Security Department
 - i. Telephone: 949-580-1400
- b. Compliance Division
 - i. Telephone: 949-268-2255; or
 - ii. Email: compliance@vmsinc.org

Staff may inform the claimant to call the Security Department for documentation of the reported harassment, abuse and/or intimidation. Staff may also inform the

claimant to call the Orange County Sheriff's Department (OCSD) if harassment, abuse and/or intimidation occur.

VIII. Enforcement

A. General

1. GRF is authorized to take disciplinary action against a GRF Member if they or their Resident, co-occupant, tenant, guest or invitee violates the Governing Documents. GRF may take any lawful action against anyone it determines has committed Harassment within the Community and while using the amenities.
2. The Board has the discretion to determine which actions are violations of this Policy and which actions do not require further action by GRF.
3. This Policy does not apply to activities within the areas governed by the Housing Mutuals and GRF will not pursue such issues within those areas.
4. The Board may, after a hearing, impose monetary fines, suspend the GRF Member(s) privileges and/or initiate legal action. GRF Member(s) are entirely responsible for ensuring that the Governing Documents are followed by anyone they allow into the community. This includes any co-occupant, tenant, guest or other invitee.

B. Board Member or Committee Member Discipline

1. The Board may take disciplinary actions against a GRF Director or Committee member who violates this Policy. Prior to taking any disciplinary action, the Board's officers and legal counsel shall review the evidence and investigate the alleged violation.
2. If it is determined that this Policy has been violated, legal counsel will notify the Director or Committee member in writing and copy the Compliance Division of the violation and instruct the Compliance Division to provide a 10- day Notice of Hearing to the Director or Committee member. Following the hearing by the Board, the Director or Committee Member will be notified of the Board's decision regarding any disciplinary action.
3. Such disciplinary action may include removal of the Director or Committee Member from all Committees. If the disciplined Committee Member was appointed to the Committee(s) by a Housing Mutual pursuant to Section 7.3 of the Bylaws, the Board may request that the President of the Housing Mutual immediately remove the Committee Member from all Committees. Failure of the President of the Housing Mutual to remove the Committee Member upon request may result in a demand to the Housing Mutual's board of directors that such Committee Member be removed from all Committees.
4. If the conduct of the Director or Committee Member also violates GRF's Code of Ethics Policy, additional disciplinary action may be taken against that Director or Committee Member in accordance with the Code of Ethics Policy.

C. Neighbor-to-Neighbor Dispute

1. Resolution 90-04-72, adopted October 5, 2004, by the Board established a member discipline process for the purpose of holding disciplinary hearings in a timely manner and ensuring progressive discipline. The Board is obligated to evaluate and impose if appropriate, member discipline under its Bylaws and §5855 of the Davis-Stirling Act.
2. The GRF Member disciplinary process is coordinated by the Compliance Division. A complaint may be registered by calling the Security Department at 949-580-1400 or the Compliance Division at 949-268-CALL or via email at compliance@vmsinc.org.

D. Third-Party Dispute

1. By way of the initial investigation, should Staff identify objective evidence of a violation by a GRF Member or their Resident or guests, Staff will send a letter to the offending party describing the allegation(s) and the disciplinary action that may ensue if not corrected.

IX. VMS Harassment by Board Member, Committee Member or Advisor

VMS has a legal obligation to provide its Employees with a workplace free from any type of inappropriate conduct by Directors, Committee Members and/or advisors. Complaints of a violation of this policy toward Employees may be submitted in writing to VMS' Director of Human Resources and the Board President. If the situation is an emergency requiring intervention, call the Security Department.

Staff will report the violation to the Board President and the Compliance Division for further action.

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Resolution 90-23-XX

**Harassment Policy
Adopted, June 6, 2023**

WHEREAS, the Board of Directors of Golden Rain Foundation of Laguna Woods (GRF) adopted the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy to allow for a Joint Committee to be created with United Laguna Woods Village (United and Third Laguna Hills Mutual (Third;

WHEREAS, the United and Third Board of Directors elected not to adopt the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy; and

WHEREAS, the Compliance Ad Hoc Committee has recognized the need to adopt the Harassment Policy to set forth guidelines for harassment complaints received by the GRF Board;

NOW THEREFORE BE IT RESOLVED, June 6, 2023, the Board of Directors of this Corporation hereby approves the Harassment Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-23-03 adopted January 3, 2023, and are hereby superseded and canceled; and

RESOLVE 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.

May Initial Notification

28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.

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ENDORSEMENT (to Board of Directors)

Donation of Miter Saw for Clubhouse 4 Woodshop

Review and recommend Board approval for a resolution of the donation of a used miter saw for use in the Clubhouse 4 woodshop in accordance with the Donation Policy.

A motion was made to recommend the donation of a used miter saw for use in the Clubhouse 4 woodshop.

Motion passed 5-1. Director Laws abstained.

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STAFF REPORT

DATE: June 6, 2023
FOR: Board of Directors
SUBJECT: Donation of Miter Saw for Clubhouse 4 Woodshop

RECOMMENDATION

Review and recommend Board approval for a resolution of the donation of a used miter saw for use in the Clubhouse 4 woodshop in accordance with the Donation Policy (Attachment 1).

BACKGROUND

Laguna Woods Village clubs and/or individual residents have historically donated items to GRF to enhance GRF facilities, services and programs for the enjoyment of all village residents.

DISCUSSION

A resident would like to donate a used miter saw which has been deemed in good working order for use in the Clubhouse 4 woodshop. (Attachment 2 and Attachment 3. This miter saw meets the criteria for acceptance contained in the GRF Donation Policy including meeting a true need for the facility; does not interfere with the intended use of the facility; and does not require the relocation of other equipment or infrastructure to accommodate the donation. The donation would replace the existing miter saw as it has more features which will benefit the users. GRF will assume maintenance costs.

FINANCIAL ANALYSIS

The estimated annual maintenance cost would be \$100-120 and would only be necessary when the machine parts need to be replaced.

Prepared By: Alison Giglio, Recreation and Special Events Director

Reviewed By: Steve Hormuth, Financial Services Director
Catherine Laster, Services Manager

ATTACHMENT(S)

ATT 1: GRF Donation Policy
ATT 2: Resident Donation Request
ATT 3: Photo of Miter Saw
ATT 4: Resolution – Donation of Miter Saw for Clubhouse 4 Woodshop

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Golden Rain Foundation | Donation Policy

I. Purpose

To provide guidelines and an efficient and effective process for accepting gifts and minor monetary donations in a responsible, transparent and accountable manner that is consistent with Golden Rain Foundation (GRF) goals. This policy also establishes guidelines, standards and procedures for the installation and care of donated community improvements. GRF desires to encourage donations while managing aesthetic impacts and mitigating installation and ongoing maintenance costs.

II. Donation Defined

A donation is defined as any item of value given to GRF by a donor who expects nothing significant of value in return other than recognition and disposition of the gift in accordance with the donor's wishes to the degree possible.

III. Sponsorships Defined

A sponsorship is defined as any item of value given to GRF by a donor. The sponsor expects the publicity of the sponsorship(s) to attract new supporters, sponsors and donors alike. Most sponsors like to share their activities, and GRF will typically highlight the sponsor.

IV. Types of Donations and Sponsorships

Donations and/or sponsorships may be offered in the form of cash and real or personal property. Designated donations are donations the donor specifies for a particular department, location or purpose. Undesignated donations are donations given to GRF for an unspecified use. Typically, donations and/or sponsorships to GRF are made by individuals, Village clubs or the Village Community Fund (VCF). VCF is a nonprofit 501(c)(3) community-benefit charitable organization created by Village residents to provide support for programs, services and facilities that enrich the lives of older adults.

V. Consistency with GRF Interests

Designated donations and/or sponsorships may be accepted only when they fulfill a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village. GRF must always consider resident trust and comply with all applicable governing documents and laws when accepting donations.

VI. Standards for Donations and Sponsorships

- A. **Acquisition or purchase:** GRF and the community have an interest in ensuring that community space elements shall be purchased and installed by Village Management Services (VMS). Items selected for acquisition or purchase will be of high quality

related to style, appearance, durability and ease of maintenance. VMS personnel will be responsible for coordinating purchases and installations of all community space elements. All acquisitions and/or purchases shall be approved in advance by the GRF board of directors. In certain instances, the GRF board may waive the requirements that the community space element(s) be purchased by VMS.

- B. Appearance and aesthetics:** GRF and the community have an interest in ensuring the best appearance and aesthetic quality of community facilities. Community space elements should reflect the character of the space or facility. All community space elements will be installed in a manner that will not substantially change the character of a facility or its intended use.
- C. Maintenance:** Donated community space elements will become GRF property once installed and/or permanently placed in the mutually agreed-upon location. Accordingly, VMS has the duty to provide only routine maintenance and repair of the donation for a minimum of five years or beyond, if applicable. GRF, may, but shall not be required to, replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires. In certain instances, the GRF board may waive the requirement that maintenance costs be funded by the donor.
- D. Repair:** GRF has an interest in ensuring that all community space elements remain in good repair. In addition, the community has an interest in ensuring that the short- and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated community space elements purchased must be of high quality to ensure longevity and be resistant to the elements, wear and tear, and acts of vandalism.
- E. Cost:** GRF has an interest in ensuring that the donor covers the full cost for the purchase, installation and maintenance during the expected life cycle of donated community space element(s). GRF also has an interest in ensuring that ongoing maintenance costs do not negatively impact the resources for maintenance of other GRF facilities. Consequently, GRF will assess, at time of purchase, a charge sufficient to cover anticipated installation and ongoing maintenance costs of donated community space element(s) during its anticipated life cycle.

VII. Procedure for Making Donations and Sponsorships

- A. Management:** The applicable department director or services manager will manage the proposed donation(s) and/or sponsorship(s) (Recreation and Special Events, Landscaping Services, General Services, Maintenance and Construction, etc.).
- B. Contact:** Donor or sponsor must contact the applicable department director or services manager to determine whether donation(s) and/or sponsorship(s) will be accepted and the conditions of acceptance. If the donation(s) or sponsorship(s) is(are) accepted, the donor will work with VMS s
- C. Staff** to finalize the combined total cost of donation(s) and/or sponsorship(s) and

complete the Donation Agreement (Attachment 1).

- D. Committee consideration:** Donation(s) and/or sponsorship(s) will be reviewed by the applicable oversight committee prior to board consideration of donation(s).
- E. Board approval:** Final approval shall be granted by the GRF board of directors for acceptance of all donations and/or sponsorships.
- F. Board approval – VCF donations:** Acceptance of VCF donations and/or sponsorships requires GRF board approval of the Donation/Sponsorship Agreement (Attachment 1) followed by execution of the corresponding VCF Project Application (Attachment 2).

VIII. Criteria for Acceptance

To accept donation(s) and/or sponsorship(s) of a community space element for a specific facility, the donation must:

- A.** Meet a true need of the facility;
- B.** Not interfere with the intended current or future use of the facility; and
- C.** Not require the relocation of other equipment or infrastructure to accommodate the donation and/or sponsorship.

GRF reserves the right to accept or deny any donation(s).

IX. Guidelines

All determinations, will be based upon, but not limited to, the following guidelines.

A. Flowers, shrubs and bushes

- 1.** Donated plants become exclusive property and maintenance responsibility of GRF;
- 2.** Only those plantings that require a maintenance effort consistent with other plantings will be considered;
- 3.** Site preparation, installation and site restoration will be the responsibility of GRF;
- 4.** Only perennial flowering plants will be permitted and incorporated in existing beds; and
- 5.** Placement of plants will be based on criteria such as the variety, color, mature height and size. Compatibility with surrounding areas will be a strong consideration for planted materials and their location.

B. Trees

- 1.** Donated trees become the exclusive property and maintenance responsibility of GRF;

2. Site preparation, installation and site restoration will be the responsibility of GRF;
3. Tree placement/location will be based upon variety of tree selected, mature height, size, etc. Compatibility with surrounding areas will be a strong consideration for trees and their location; and
4. Size and species of tree(s) donated shall be limited to those determined by GRF.

C. Signage

1. No signage or slogans shall be displayed on donated personal property or those items secured with U.S. dollar cash donations. Donation and/or sponsorship acknowledgement shall be found listed on gratuity plaque displayed at one selected location, e.g., the Community Center or applicable clubhouse, if gratuity plaques are displayed there. Gratuity plaque will list only the name(s) of the person(s) or the specific club name and the date of the donation and/or sponsorship. Refer to Naming Policy.

D. Benches, tables and other amenities

1. Donated benches become exclusive property and maintenance responsibility of GRF;
2. Site preparation, installation and site restoration will be the responsibility of GRF; and
3. Amenity must be similar to or complement other amenities in the area.

E. Buildings, structures and public art

1. Donated buildings, structures (including playgrounds) and public art are not considered as part of this policy.

X. Conditions

- A. Cost:** Donor covers the full cost for the purchase, installation and maintenance during the expected life cycle of donated community space elements. Any surplus funds would be applied to related or ancillary operational and maintenance expenses.
- B. Installation:** Installation of donated community space elements, including any donor acknowledgement, will be completed by VMS personnel. Installation will be scheduled at a time and date as determined by applicable department director or COO, so as not to unnecessarily interfere with routine maintenance activities.
- C. Removal and/or relocation:** This section applies to both existing and new donations. GRF reserves the right to remove and/or relocate donated community space elements and their associated signage when they interfere with site safety, maintenance or other activities.

XI. Distribution of Donation and Sponsorship

- A. Tangible items will be distributed to the applicable department director or CEO for use.
- B. Monetary donations in U.S. dollars for the installation and maintenance expenses will be deposited into the appropriate account for the designated department as assigned by the director of Financial Services or recommended by the receiving department director.
- C. Donations of cash for undesignated donations will be deposited into appropriate account for the designated department as assigned by the director of Financial Services.
- D. The director of Financial Services will allocate any surplus funds to related or ancillary operational and maintenance expenses.

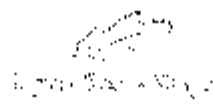
XII. Donation Record Keeping

A copy of the Donation/Sponsorship Agreement for accepted donations shall be forwarded to the director of Financial Services for recordkeeping, the designated department director for which the donation and/or sponsorship was assigned and the services manager.

XIII. Declined Donations and Sponsorships

GRF reserves the right to decline any donation if, upon review, acceptance of the donation is determined in the sole discretion of GRF to be not in the best interests of the community.

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Recreation Committee Request Form

PLEASE NOTE THIS FORM IS NOT FOR OUTLINE RECREATION REQUESTS

Your request is important to us and will be handled accordingly. Per the policy of the Golden Rain Foundation (GRF), if your request falls outside the scope of the Recreation Division's authority, it will be forwarded to the Community Activities Committee (CAC) for review. If you are unsure whether your request falls into this category, please contact the on-site facility Supervisor or the Recreation Manager at 537-4452 in order to make that determination. If it does, you may receive written confirmation acknowledging receipt of your request. CAC will then review the request and determine the proper course of action. If necessary, CAC will make a recommendation to the GRF Board of Directors for action. You will then be notified of the Committee or Board's decision. Please be patient as this process may take several months.

Print Requestor Name: _____ Date: 4-27-23

Print Individual, Club or Organization Name: _____

Mayor: _____ Phone: _____ E-mail: _____

Request (please check one):

- ☐ Change/Exception to Policy ☒ Donation ☐ Staff Time Request
- ☐ Equipment Request ☐ Facility Request ☐ Other: _____

Explanation:

Please explain the circumstances of your request. Include approximate cost, dates, times and locations when necessary. Please use reverse side or attach a separate sheet if necessary.

AS HEAD SUPERVISOR OF THE WOODS SHOP I SAID THE NEED TO REPLACE ONE OF OUR MITER SAWS I HAVE A NEAR NEW CRAFTSMAN 12" SLIDING MITER SAW THAT I AM WILLING TO DONATE. SERIAL NUMBER BSW5304. AS A QUALITY SAW THIS MITER SAW SHOULD LAST FOR 10-20 YEARS WITH MINIMAL MAINTENANCE. OCCASIONALLY REPAIRING THE BLADE WHEN THE OLD ONE GETS DULL. REPLACEMENT OF DRUMS \$100-120/year

Requestor Signature: _____

Signatures of All Other Individuals/Club Presidents Affected by this Request:

Signature	Mayor if	For	Undecided	Against
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Please attach a separate sheet if more signatures are necessary)

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Recreation Division
P.O. Box 2220, Laguna Woods, CA 92657

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RESOLUTION 90-23-XX

Donation of Miter Saw for Clubhouse 4 Woodshop

This Agreement, entered into this 6th day of June 2023, is by and between the Golden Rain Foundation (“GRF”), a California non-profit mutual benefit corporation and Donor who donated a used miter saw for Clubhouse 4 woodshop.

WHEREAS, GRF and Donor recognize the importance of community facilities and amenities; and

WHEREAS, GRF and Donor acknowledge the benefit of donations when they have a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village; and

WHEREAS, the Donor has offered to donate a used miter saw for Clubhouse 4 woodshop; and

WHEREAS, the Recreation and Special Events Department Director or Financial Services Director reviewed and affirms the proposed donation meets the criteria for acceptance contained in the GRF Donation Policy:

- a. Meet a true need of the facility;
- b. Not interfere with the intended current or future use of the facility; and
- c. Not require the relocation of other equipment or infrastructure to accommodate the donation.

NOW THEREFORE BE IT RESOLVED, June 6, 2023, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth agree as follows:

- Section 1 The donation, known as a used miter saw for Clubhouse 4 woodshop, described below, is donated in its entirety to GRF, hereafter owned by GRF and managed on behalf of the residents of Laguna Woods Village by Village Management Services, Inc. (VMS)

Section 2 Donation description: a used miter saw: Clubhouse 4
 Location: Clubhouse 4 woodshop

Section 3 Amount of Donation

Item cost:	\$300.00
Installation cost:	\$0.00
Maintenance cost:	<u>\$100.00 (annually)</u>
Total estimated donation	\$400.00

Section 4 GRF reserves the right to move/remove and/or retire the donation following cessation of the five-year period. The term shall commence upon the date entered into and indicated above.

Section 5 GRF will not replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires.

Section 6 Installation and Maintenance: GRF shall be responsible for installation and maintenance of the item, including any reasonable repairs.

Section 7 Term: The term of this agreement is a minimum of five years or beyond, if applicable; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized to carry out this resolution as written.



Treasurer's Report for June 6, 2023 Board Meeting

Slide 1 – This first chart includes all revenues and expenses including those designated for reserves, including investment income, the transfer facility fees and the GRF reserve portion of the HOA fees. It also includes the contingency portion of the HOA fees.

Through the reporting period of April 30, 2023, GRF had net revenue of \$1,755K, with total revenue of \$17,983K and total expense of \$16,228K. GRF was better than budget by \$765K with total revenues coming in \$1,156 better than anticipated due to unrealized gain on AFS investments. This was partially offset by expenses worse than budget by (\$391K) due to the selloff of poor performing investments, which caused a realized loss in the expense side of the financial statements.

Slide 2 – The next chart displays the Operating Fund, which excludes the non-operating revenues, expenses and depreciation. This report shows a favorable variance of \$721K through the reporting period, with expenses better than budget by \$1,071K, offset by revenue worse than budget by (\$350K).

Slide 3 – This slide reflects the current market value of the GRF Reserves Discretionary Investment Portfolio and the original market value at time of inception. The current market value of the GRF Portfolio is \$18,550K as of April 30, 2023 compared to the value at inception of \$19,031K. Year to date, the market value increased by

\$341K, or 1.9%, and decreased by (\$481K), or (2.5%) since inception in 2019. In April, the value increased by \$91K.

Slide 4 – Of the \$18,550K portfolio value mentioned in slide 3, \$15,968K is held with our reserves portfolio value. In addition to Discretionary Investments, the Reserves Fund assets also includes Non-Discretionary Investments of \$16,395K. Payables and other total (\$259), resulting in a Net Reserves Balance of \$32,104K.

Slide 5 – Now, back to the Operating Fund, which has the more significant impact on HOA assessments. This slide shows our most significant operating only variances by category with green bars representing favorable variances and orange bars representing unfavorable items.

Favorable. Overall, we had favorable variances in:

- Employee Compensation and related of \$814K, variance was primarily due to various vacancies in General Services for bus driver positions and Security Services for gate ambassador positions. In addition, there are various vacancies in Maintenance and Construction, Landscape Services, and Information Services. Recruitment is in progress for all open positions.
- Materials & Supplies of \$370K primarily due to over accrued expenses for 2022 for inventory items throughout the mutual and fleet maintenance materials that were expected to be replaced such as tires and valves that have not yet required replacement.

- Other Operating Expenses of \$131K due to timing of items such as staff support, training and education, safety, and uniforms.

Unfavorable. Some offsetting unfavorable variance included:

- Broadband Services of (\$164K) due to timing of Village Breeze sponsorship income, which will be received later this year as contract was finalized in April, and lower advertising revenue in Media Services as clients are moving their advertising dollars to digital platforms.
- Net Allocation to Mutuals of (\$179K) due to less expenses year-to-date than budgeted causing less to get allocated.

Slide 6 – This slide shows our sources of revenue other than the assessments, such as fees and rentals. To date, we have received just over \$3,089K of non-assessment Operating revenue, as shown on this pie chart. By category, we can see that our largest revenue is Broadband Services (i.e. internet, set top boxes, ad insertion, and premium channels), followed by Golf Revenue, Clubhouse Rentals & Event Fees, and Merchandise Sales. Other revenue, which includes Class Fees, Additional occupancy fees, RV storage fees, and Locker Rental Fees, among others, amount to 14%. These revenues offset costs and help keep assessments down.

Slide 7 – The chart shows, as usual, our largest Operating expense is compensation, followed by cable and programming expenses. Of the \$13.1M, excluding depreciation, these two categories account for 72% of the total Operating expense. Professional and Legal, Utilities & Fuel, Insurance, and Repairs and Maintenance, etc. make up the remaining 26%. If you consider that cable and programming are offset by

broadband revenue, compensation accounts for 69% of the net expense, while insurance, utilities, and outside services account for 31% of the net operating expense.

Slide 8 – The reserve and restricted funds adjusted balances are shown here.

- Starting with the 1st column on the left, reserve funds have a combined ending balance of: \$37.6M; restricted fund balances have an ending balance of \$4M. Included in this total are contributions received this year through assessments, trust facilities fees, and investment earnings.
- The 2nd column shows the work in progress of \$5.5M for reserve and \$121K for restricted, reflecting the amounts paid for projects not yet completed.
- The 3rd column represents the resulting “adjusted” fund balances of \$32.1M for reserve and \$3.9M for restricted.

Slide 9 – We have a slide here to show resale History from 2021-2023. Community-wide sales total 223 through April 30, 2023. Most of these transactions generate the Trust Facilities Fee (transfer fee), used as a source of revenue for our reserves.

Slide 10 –The listing on this slide gives you an idea where the reserve money is committed. Of the \$20.3M appropriated by the Board for various projects and equipment purchases, the remaining encumbrances against our reserve funds is \$15M, primarily for purchase or replacement of equipment throughout the facilities. Restricted funds had total appropriations of \$98K and remaining encumbrances of \$20K, for the moving of bus benches.

Slide 11 – We compare our “adjusted” fund balances to historical balances for the past five years on this next chart, showing that GRF has averaged \$26.9 million in reserve funds and \$2.3 million in contingency funds.

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GRF Financial Report

As of April 30, 2023



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$11,274	\$11,274	\$0
Non-Assessment Revenue	\$6,709	\$5,553	\$1,156
Total Revenue	\$17,983	\$16,827	\$1,156
Total Expense	\$16,228	\$15,837	(\$391)
Net Revenue/(Expense)	\$1,755	\$990	\$765

GRF Financial Report

As of April 30, 2023



OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$10,408	\$10,408	\$0
Non-Assessment Revenue	\$3,089	\$3,439	(\$350)
Total Revenue	\$13,497	\$13,847	(\$350)
Total Expense ¹	\$13,085	\$14,156	\$1,071
Operating Surplus/ (Deficit)	\$412	(\$309)	\$721

1) excludes depreciation

GRF Financial Report

As of April 30, 2023



GRF PORTFOLIO VALUE HISTORY Discretionary Investments (in Thousands)	Value	Annual Change \$	Annual Change %	Inception Change %
December 2019	\$19,031			
December 2020	\$19,822	\$791	4.2%	4.2%
December 2021	\$19,530	(\$292)	(1.5%)	2.6%
December 2022	\$18,209	(\$1,321)	(6.8%)	(4.3%)
April 2023	\$18,550	\$341	1.9%	(2.5%)
Summary*		(\$481)		(2.5%)

**Indicates change from inception*

GRF Financial Report

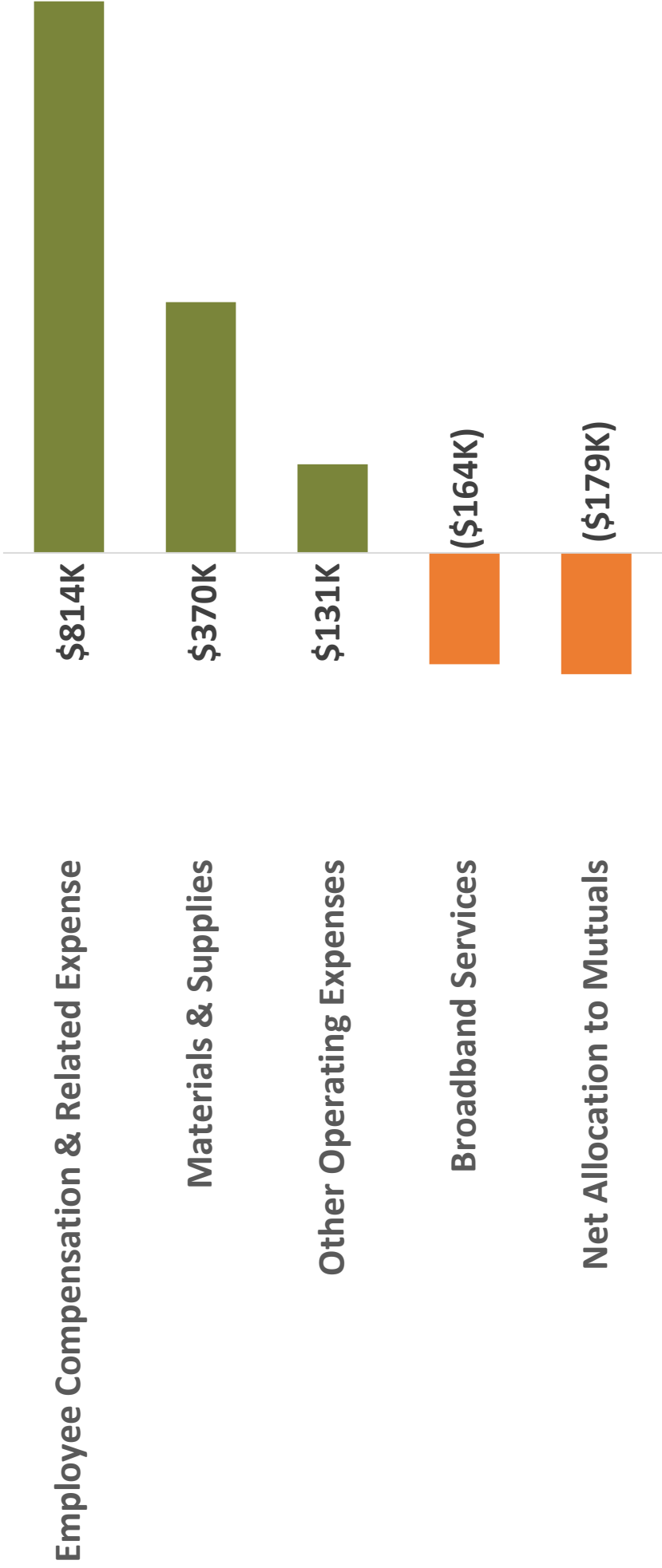
As of April 30, 2023



GRF RESERVE COMPOSITION (in Thousands)		Value
Portfolio		\$15,968
Cash & Cash Equivalents		\$0
Non-Discretionary Investments		\$16,395
Total		\$32,363
Payables and other		(\$259)
Reserves Adjusted Balance		\$32,104

GRF Financial Report

As of April 30, 2023
Operating Only



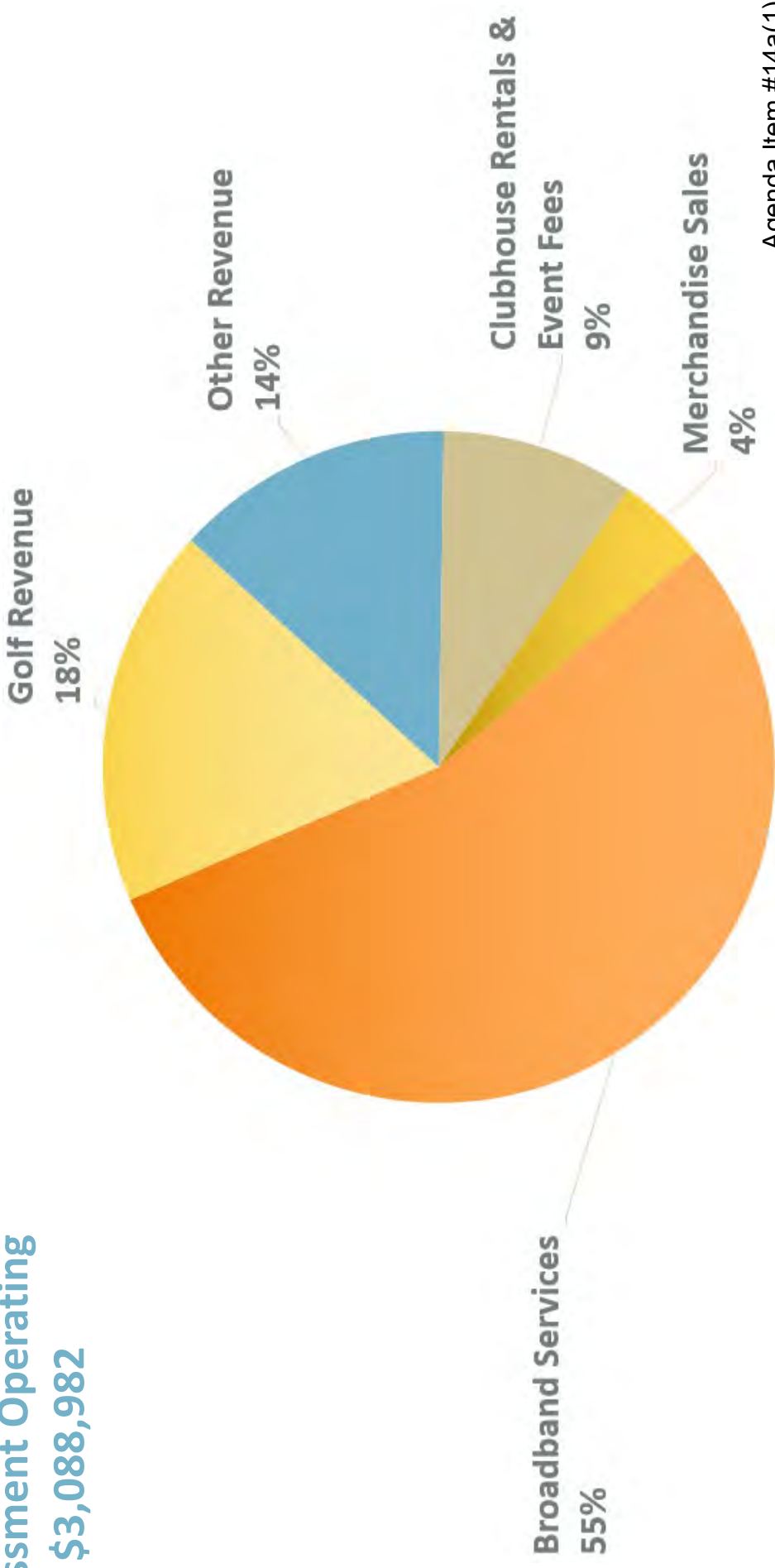
Unfavorable Favorable

GRF Financial Report

As of April 30, 2023



**Total Non-assessment Operating
Revenue \$3,088,982**

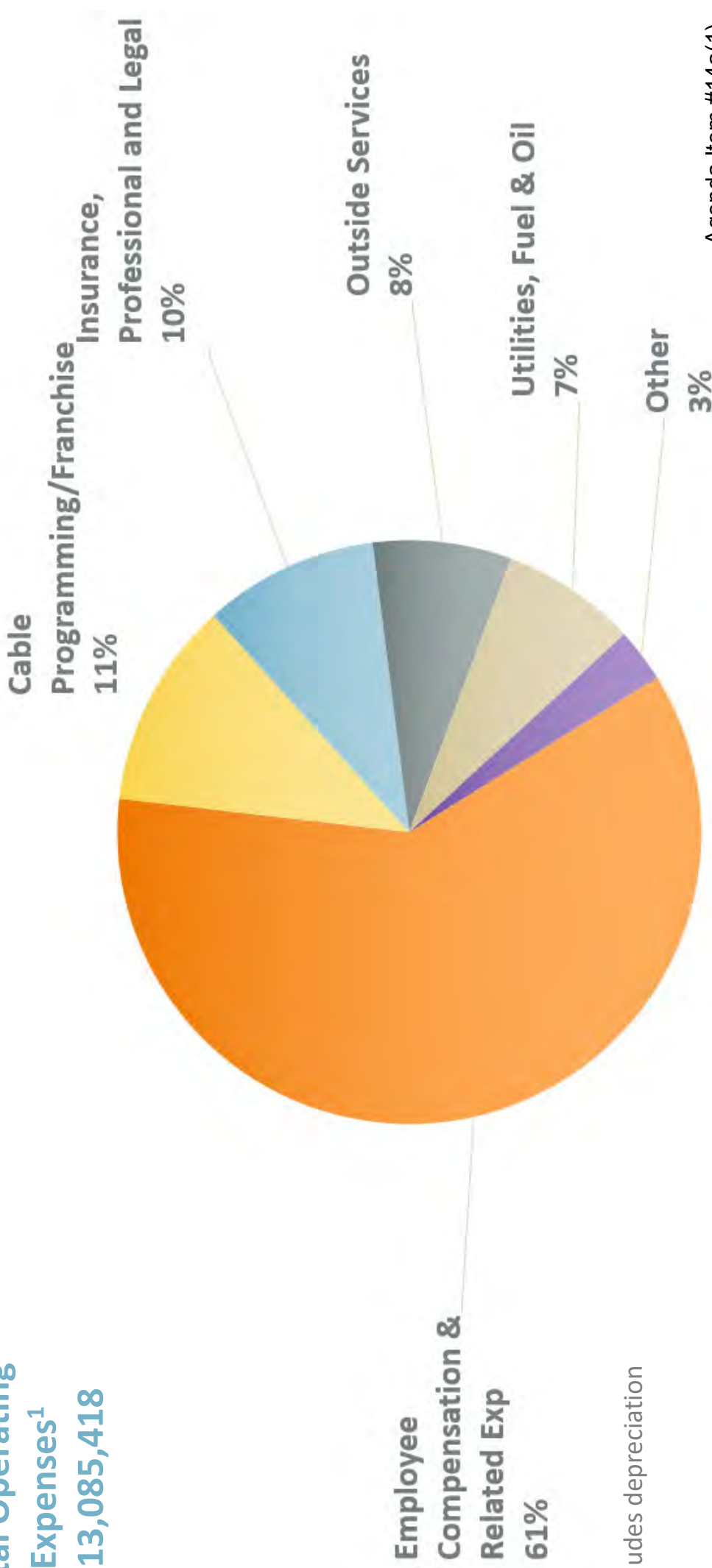


GRF Financial Report

As of April 30, 2023



Total Operating Expenses¹
\$13,085,418



1) excludes depreciation

GRF Financial Report

As of April 30, 2023



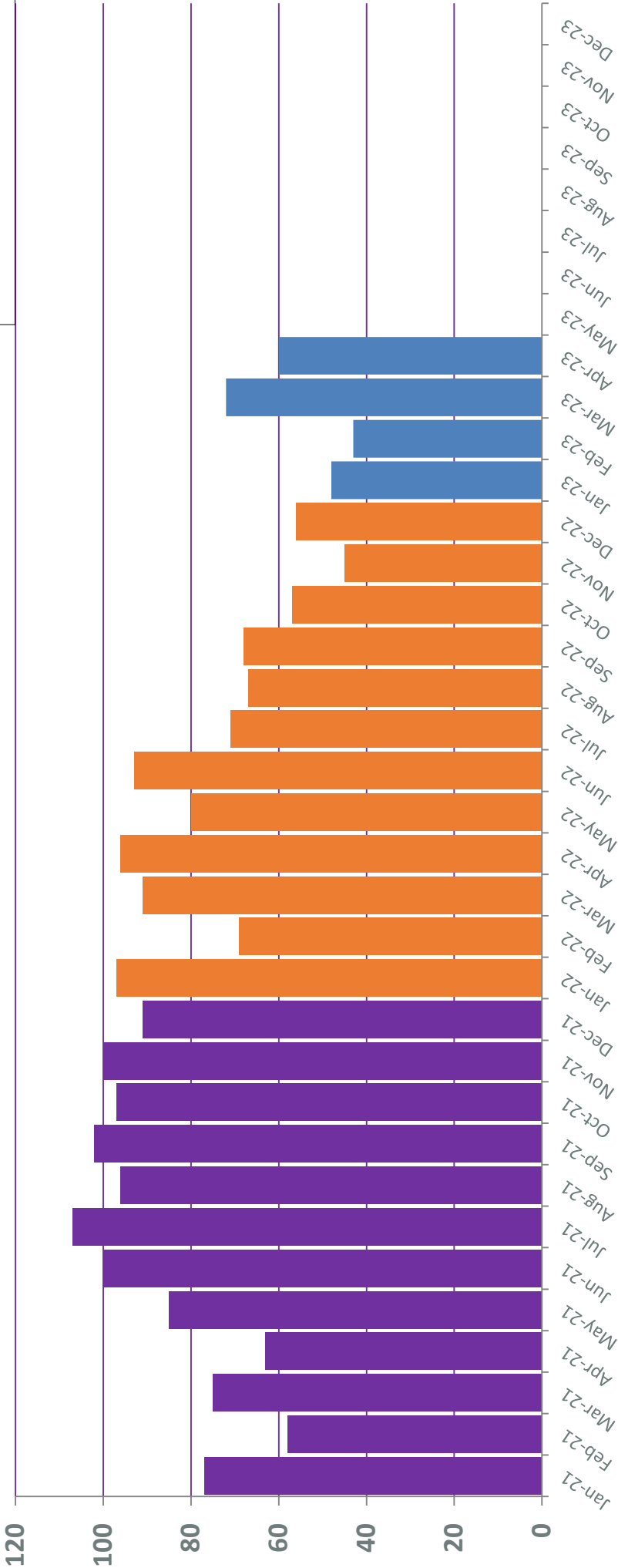
RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$6,919	\$3,586	\$3,333
Facilities Fund	19,184	1,959	17,225
Trust Facilities Fee Fund	11,546	0	11,546
TOTAL	\$37,649	\$5,545	\$32,104
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$3,996	\$121	\$3,875

GRF Financial Report

As of April 30, 2023

Resale History — Consolidated

NO. OF RESALES		AVG. RESALE PRICE
YTD 2021	273	\$347,226
YTD 2022	352	\$391,284
YTD 2023	223	\$399,120



GRF Financial Report

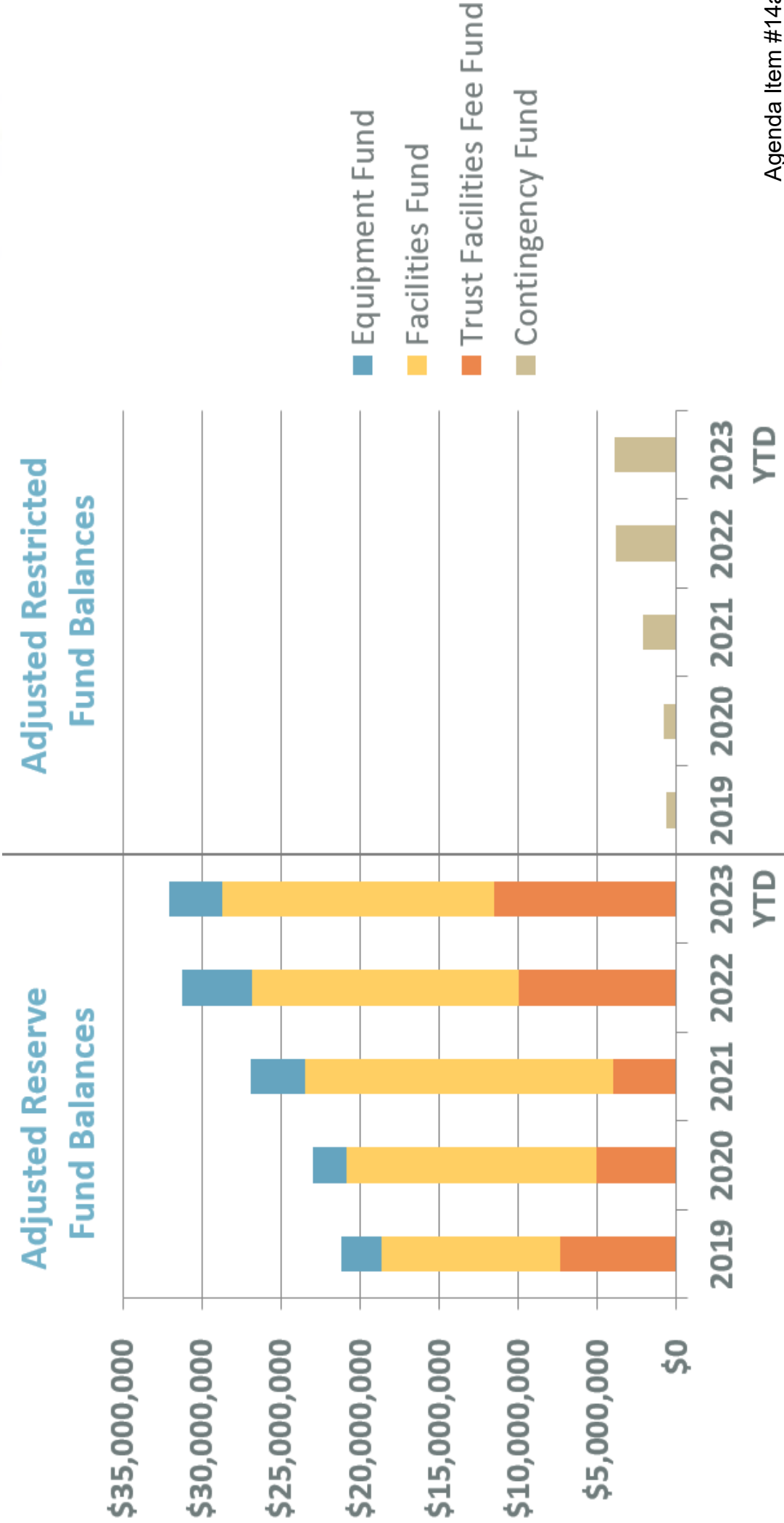
As of April, 2023



FUND ENCUMBRANCES (in thousands)					
	RESERVE FUNDS (EQF + FCF)		RESTRICTED FUND (CNF)		
	Total Appropriations	Remaining Encumbrance	Total Appropriations	Remaining Encumbrance	
Aquatics & Fitness	\$150	\$150	\$0	\$0	
Broadband Services	1,032	529	0	0	
Clubhouses	2,465	1,483	0	0	
Computers	5,622	3,990	0	0	
Golf Facilities	980	792	0	0	
Landscaping	3,281	2,236	0	0	
Other Equipment	330	280	0	0	
Other GRF Facilities	2,048	1,793	98	20	
Paving	830	830	0	0	
Security	324	192	0	0	
Vehicles	3,240	2,737	0	0	
TOTAL	\$20,302	\$15,012	\$98	\$20	

GRF Financial Report

As of April 30, 2023



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FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, April 19, 2023 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: James Hopkins – Chair, Elsie Addington, Donna Rane-Szostak, Andy Ginocchio, Azar Asgari, Thomas Tuning, Margaret Bennett

DIRECTORS ABSENT: None.

ADVISORS PRESENT: None.

STAFF PRESENT: Steve Hormuth, Jose Campos, Alison Giglio, Jennifer Murphy, Erika Hernandez

OTHERS PRESENT: GRF – Bunny Carpenter, Juanita Skillman, Yvonne Horton, Debbie Dotson, Egon Garthoffner

United – Lenny Ross, Alison Bok, Diane Casey

Third – Cris Prince, S.K. Park

Call to Order

Director James Hopkins chaired the meeting and was called to order at 1:32 p.m.

Acknowledgement of Media

The meeting was streamed via Granicus and Zoom for members of the community to participate virtually.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda as presented.

Approval of the Regular Meeting Report of February 15, 2023

A motion was made and carried unanimously to approve the meeting report as presented.

Chair Remarks

Director Hopkins thanked community members for their attendance and briefly mentioned the fee review process.

Member Comments (Items Not on the Agenda)

Multiple members expressed their perspective regarding the newly installed LED flashing stop signs. A member requested that the board reverse the decision on the installation of the flashing

stop signs and asked for them to be removed. Another member stated that upon proposing the installation of flashing stop signs there was no substantial historical and statistical information.

A member requested for meetings to be broadcast on TV6.

A member requested the annual operating costs for the TV Station and asked the Board to place a hold on spending. Director Hopkins directed members to access the Laguna Woods Village website and review the 2023 Business Plan for more information.

Director Azar Asgari addressed the comments and concerns regarding the flashing stop signs and asked that the Board run some statistics before making a final decision before continuing the project. Additionally, Director Debbie Dotson shared that the project has been on-going for two years and research has been thoroughly conducted and stated that the Vision Club approached the Board requesting for help with navigating hazards in the community and asked that the members take into consideration of all members and reiterated that meetings are open and published online for members to access. She asked members to share ideas on methods to better communicate information to members if what is currently being done isn't sufficient. The board is receptive to all suggestions made by members.

Department Head Update

Steve Hormuth, Director of Financial Services, shared the completion of the KPMG audit resulting in a favorable opinion. The final audit report was accepted by the board on April 7, 2023 and financials will be mailed to members by the end of April. He briefly mentioned the start of the 2024 Business Plan development and the ongoing fee review conducted by staff.

Review Preliminary Financial Statements dated March 31, 2023

The committee reviewed the financial statements dated March 31, 2023. Questions were addressed and noted by staff.

Recreation Room Rental Fees

Director Hopkins presented a staff report proposing scheduled Room Rental Fee increases phased in over a span of three to four years beginning in January 1, 2024.

A motion was made to table the agenda item pending the appointment of an advisory committee with the purpose to understand and rationalize associated expenses, understand the formula and compare to past data and results to determine a workable solution for fee development. Director Elsie Addington moved and Director Margaret Bennett seconded. Discussion ensued.

Director Thomas Tuning amended the motion to table the agenda item pending the appointment of an advisory committee with the exception that members are allowed to comment on the agenda item. The amended motion passed by a 5-2 vote.

Multiple members expressed their perspective regarding Room Rental Fees. Staff addressed and noted follow up items to be discussed in a future meeting. No action was taken.

Endorsement from Standing Committees

Community Activities Committee – Equestrian Care Service Fees. Alison Giglio, Recreation and Special Events Director, presented a staff report recommending approval of additional equestrian care service fees and shared an estimated annual revenue of \$9,240. Director Thomas Tuning made a motion to approve and endorse staff's recommendation of additional equestrian care service fees. Director Addington seconded. Discussion ensued. Questions were addressed and noted by staff.

Hearing no objection, the motion passed unanimously and will be presented at the next board meeting.

Future Agenda Items None.

Committee Member Comments

Director Tuning thanks staff for providing data when they receive a request.

Director Andy Ginnochio proposed to include residents to participate in the advisory committee in effort to build credibility and trust with the members of the community and suggested to explore methods to increase supply to meet demand and maintain costs down.

Date of Next Meeting

Wednesday, June 21, 2023 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:40 p.m.

J w Hopkins

J w Hopkins (Apr 26, 2023 17:23 PDT)

James Hopkins, Chair

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OPEN MEETING

REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION COMMUNITY ACTIVITIES COMMITTEE

Thursday, May 11, 2023 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Diane Casey, Pearl Lee, Cush Bhada, Mark Laws, Dennis Boudreau

MEMBERS ABSENT: Ajit Gidwani, Frank Stern

OTHERS PRESENT: Bunny Carpenter, Juanita Skillman, Maggie Blackwell, Andy Ginocchio, S.K. Park

STAFF PRESENT: Alison Giglio, Jennifer Murphy, Tom McCray, Jackie Chioni

Call to Order

Chair Horton called the meeting to order at 1:32 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Bhada made a motion to approve the agenda with amendment. Director Casey seconded.

Motion passed unanimously.

Approval of Committee Report for April 13, 2023

Director Laws made a motion to approve the report with applied changes as stated by Chair Horton. Director Bhada seconded.

Chair Horton stated the change to be made to the motion at the Community Activities Committee meeting on April 13, 2023 prior to recommending to GRF that no Aquadettes Follies nor Aquadettes fundraiser event signs are to be posted within the Recreation Department office and Restaurant 19.

Motion passed unanimously.

Upon further review, this change was made at the May 2, 2023 GRF meeting and recorded.

Chair's Remarks

Chair Horton stated the Globe featured an article on the new club, Community Bridge Builders. Chair Horton stated she was inspired as diversity and inclusion are what make Laguna Woods Village so special and there is no place in this village for prejudice, bigotry or racism. This is a place for peace.

Report of the Recreation and Special Events Director

Ms. Giglio reported the following Recreation Department highlights: the new emergency exit door was installed in the drop-in lounge; there have been over 40,000 users in the reservable rooms at Clubhouse 1 in 2023; on May 1, the Performing Arts Center extended the operating hours to Monday, Wednesday and Friday, 9 a.m. to 10 p.m. and Tuesday and Thursday, 9 a.m. to 5 p.m.; three new staff have been hired at the Performing Arts Center; 732 tickets were held for the successful Tony Orlando show; all pools are expected to be open by Memorial Day weekend with summer hours beginning on May 27; pool hours are posted on the website and at each pool; the annual Village Games hosted 502 participants which increased by 126 from last year; Village Games had 13 participants over the age of 90 and one participant that is 100 years of age; the Library volunteers worked 668 hours supporting 2,649 visitors in April; 35 residents registered for Library catalogue access and 2,952 items circulated through the desk in April.

Ms. Murphy stated the following upcoming events: Aqua Zumba returns to Pool 1 from June 5 to September 25 on Mondays 4 to 5 p.m. with cost as \$25 for five sessions; annual room reservation lottery begins Monday, May 15; the Club Expo will be held on May 18 at Clubhouse 5, 10 a.m. to 1 p.m.; the Village Renaissance Faire will be held on May 20 at the Equestrian Center, 11 a.m. to 3 p.m. and entry fee is \$10; the Memorial Day Ceremony will be held at the Performing Arts Center on May 29 at 1 p.m. hosting speakers from the American Legion Post 257 and a performance by the All American Boys Chorus; the Art Affair will be held at Clubhouse 2 on June 3, 11 a.m. to 3 p.m.; the 90s Luncheon will be held at Clubhouse 5 on June 20 at 11:30 a.m.

Mr. McCray stated golf aerification has begun and will be completed soon; the driving range project is underway; batting cages will be set up for golf swing practice; improved drainage at Par 3 course is complete; the Garden Centers database has been reviewed for accuracy and will be integrated with finance records for accurate billing; unkept plots are being addressed; addressing overgrown fruit on trees which will be donated to a food bank if unable to be harvested by the gardener.

Director Bhada inquired as to if the new Performing Arts Center hours will include dining room availability and what is the correct time for the 90s Luncheon. Ms. Giglio stated the dining rooms will be reservable. Ms. Murphy stated 11:30 a.m. and the Recreation Dashboard is incorrect.

Member Comments (Items Not on the Agenda)

Members were called to speak regarding the following: Library auction of a quilt donated by the Crazy Quilters which raised \$350 with half donated to the Crazy Quilters to make additional quilts and half to purchase large print paperback books; new club waiting list update inquiry; overuse of facilities by guests; gate pass issuance; guest fees for use of amenities and attendance of club events; reduced hours of Pool 1; 2 p.m. closure of Fitness Center on weekends; restoration of weekend hours of Clubhouse 4.

Discussion ensued.

CONSENT

Director Bhada made a motion to approve the consent calendar. Director Addington seconded.

Discussion ensued.

Ms. Giglio stated a member of the Finance Department will attend CAC quarterly to update the committee on the Financial Statement.

Motion passed 5-1. Director Laws opposed.

REPORTS

Golf Greens Committee Update – Mr. McCray reported the update during the Department Head Update.

2023 Event Review – Ms. Murphy stated the event review including the cancellation of the following events: two Afternoon Teas and the Kentucky Derby due to loss of more cost-effective caterer.

ITEMS FOR DISCUSSION AND CONSIDERATION

Donation of Miter Saw for Clubhouse 4 Woodshop - Director Addington made a motion to recommend a resolution of the donation of a used miter saw for use in the Clubhouse 4 woodshop in accordance with the Donation Policy. Director Casey seconded.

Discussion ensued.

Motion passed 5-1. Director Laws abstained.

ITEMS FOR FUTURE AGENDAS

Facility Operating Rules/Poster Policy Review/Garden Center Visiting Hours - Staff was directed to keep this item under Items for Future Agendas.

Reservation System Review – Staff was directed to place this item under Items for Future Agendas.

Recreation Policy Review – Staff was directed to keep this item under Items for Future Agendas.

Equestrian Center Non-Resident Boarder Fee

CONCLUDING BUSINESS

Committee Member Comments

Director Casey stated this was a good meeting.

Director Addington stated she wanted the resident to feel heard as clarification was necessary due to many residents believing a large portion of assessments is allocated to the Recreation budget, however monies are allocated for all budgets.

Director Bhada stated this was a good meeting.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Thursday, June 8, 2023.

Adjournment

There being no further business, the Chair adjourned the meeting at 2:46 p.m.

____Yvonne Horton____

Yvonne Horton, Chair



OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
LANDSCAPE COMMITTEE**

WEDNESDAY, May 10, 2023 – 1:30 P.M.

BOARD ROOM / VIRTUAL MEETING

**Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Juanita Skillman, Yvonne Horton, Diane Casey, Sue Quam, Ira Lewis, Jules Zalon, Andy Ginoccio, Glenn Miller

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: Maggie Blackwell, S.K. Park, Bunny Carpenter (Joined at 1:52 p.m.), Siobhan Foster

ADVISORS PRESENT: Catherine Brians

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call Meeting to Order

Chair Skillman called the meeting to order at 1:30 p.m.

2. Acknowledgment of Media No

formal press was present.

3. Approval of the Agenda

Chair Skillman added Agenda Item #10 to the agenda under the title of GRF Gate Re-landscaping. The agenda was accepted without objection.

4. Approval of the Meeting Report for February 8, 2023 The

report was approved without objections.

5. Committee Chair Remarks

Chair Skillman stated that various member comments have been addressed, but she is happy to hear more if anyone from the audience has a comment to make during the meeting.

6. Department Head Update

Mr. Wiemann discussed staffing vacancies in detail. Mr. Wiemann also shared that landscaping is on schedule for all GRF maintenance cycles. Mr. Wiemann informed the Committee and the audience that a crew is working on re-planting near the tennis courts for an upcoming tournament.

6a. Update on Aliso Creek

Mr. Wiemann discussed the report included in the agenda packet in detail. Members made comments and asked questions.

Items for Discussion and Consideration**7. Member Comments (Items Not on the Agenda)**

Several members made comments and asked questions. Topics included:

- Member specific requests
- Landscaping maintenance requests throughout GRF facilities
- Aliso Creek maintenance

8. Response to Members Comments

Members of the Committee responded to member comments.

9. Electric Equipment – Presentation by Kurt Wiemann and Staff

Mr. Wiemann discussed the presentation in detail. There were many pieces of electric equipment on display in the Board room for viewing by residents and committee members. Members made comments and asked questions.

10. GRF Gate Re-Landscaping

Mr. Wiemann discussed the provided handout in detail.


Director Lewis made a motion to add funds in the amount of \$250,000 to the 2024 budget to complete the list of required work within one year by contracting the projects with an outside vendor. Director Casey seconded. The motion passed with five Committee members in favor. Director Miller was opposed.

Concluding Business:


11. Committee Member Comments Several comments were made.

12. Date of Next Meeting – Wednesday, August 9, 2023 at 1:30 p.m.

13. Adjourned at 2:52 p.m.



Juanita Skillman (May 16, 2023 16:09 PDT)



Juanita Skillman (May 16, 2023 16:09

PDT)

_ Juanita Skillman, Chair

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OPEN MEETING

**REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION
MAINTENANCE AND CONSTRUCTION COMMITTEE**

**Wednesday, April 12, 2023 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Reza Karimi - Chair, Gan Mukhopadhyay – Co-Chair, Jim Cook, Ralph Engdahl, Lenny Ross, Mary Simon, Sue Stephens

MEMBERS ABSENT: Egon Garthoffner

OTHERS PRESENT: **GRF:** Bunny Carpenter, Juanita Skillman
Third: Andy Ginocchio
Advisors Ajit Gidwani, Carl Randazzo, Bill Walsh

STAFF PRESENT: Guy West – Staff Officer & Projects Division Manager,
Manuel Gomez – Maintenance & Construction Director, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Laurie Chavarria – Senior Management Analyst, Heather Ziemba – Projects Division Administrative Coordinator, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Karimi called the meeting to order at 9:38 a.m.

2. Acknowledgement of Media

Chair Karimi noted that no media was present.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Reports

a. December 1, 2022 – Special Open Session

- b. December 12, 2022 – Special Open Session**
- c. December 14, 2022 – Regular Open Session**

Hearing no objection, the meeting minutes were each approved separately by unanimous consent.

5. Chair's Remarks

Chair Karimi noted the full meeting agenda. Mr. Karimi also delivered the news that GRF Director Don Tibbetts recently passed away and offered his condolences to Mr. Tibbetts' family.

6. Member Comments

None

7. Department Head Update

Mr. West introduced Heather Ziemba to the Committee. Mr. West also reported that the swamp coolers in the archery range have been repaired and are functioning as intended.

Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the committee by one motion. In the event that an item is removed from the Consent Calendar by members of the committee, such item(s) shall be the subject of further discussion and action by the committee.

The ChargePoint summary was pulled for discussion. Mr. Mejia answered questions from the committee regarding the ChargePoint usage and revenue. Director Stephens requested information related to resident versus non-resident users. The committee suggested the Finance Department provide a report to the GRF Finance Committee of the breakdown of pricing from ChargePoint and address whether users are being charged appropriate prices to cover the cost of charging; to consider using Time of Use rates; and consider putting the charging stations on a separate meter. Staff will research the cost and feasibility of rewiring the existing panel for the charging stations, submetering the existing meter, and present the findings at a future committee meeting.

The Clubhouse Preventative Maintenance Inspection Report was pulled for discussion. Mr. Gomez introduced the report requested by the Board for quarterly inspection of the clubhouses. Mr. Barnette answered questions from the committee regarding the level of detail provided in the report. Staff will work together to incorporate further detail into the report and bring it back to a future meeting for additional feedback.

- 8. Project Log**
- 9. ChargePoint Summary**
- 10. Clubhouse Preventive Maintenance Inspection Report**

The consent calendar was approved unanimously.

Items for Discussion and Consideration:

11. 2023 Asphalt Seal Coat Program

Mr. West presented the item via a PowerPoint presentation and answered questions from the committee regarding the seal coating process. Staff will present a recommendation for this item in closed session.

12. Priority Projects Presentation

Mr. West presented an overview of the priority projects via PowerPoint and answered questions from the committee. A comment was heard from a member regarding the number and type of batteries that will be used for landscaping equipment.

13. Temporary Office Lease Update

Mr. Gomez reported that the staff from Building E has been relocated to the new temporary office space in the building across the parking lot as of Monday, April 10. Building E is now uninhabited.

14. Space Study Update

Mr. Gomez reported that this study is on schedule to be completed by the end of April. A special meeting will be held for the consultant to present the results to the GRF M&C Committee, the GRF Finance Committee and the GRF CAC in early May.

Future Agenda Items: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

- EMS Status Update
- MelRok Energy Management System
- Clubhouse Preventative Maintenance Schedule
- Dedicated Meter for EV Charging Stations


Concluding Business:

15. Committee Member Comments

- Advisor Randazzo commented on the EV charging rates.
- Director Mukhopadhyay commented on the space planning study.
- Director Cook requested that information about metering be added to future agenda items.
- Advisor Gidwani thanked the committee and staff for their work for the community with the resourced that are available.

16. Date of Next Meeting: Wednesday, June 14, 2023 at 9:30 a.m.

17. Recess – The meeting was recessed at 10:58 a.m.



Reza Karimi, Chair

Reza Karimi, Chair
Guy West, Staff Officer
Telephone: 949-268-2380



OPEN MEETING

**REPORT OF THE REGULAR OPEN MEETING OF THE
GOLDEN RAIN FOUNDATION
CLUBHOUSE RENOVATION AD HOC COMMITTEE***

**Monday, March 6, 2023 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

MEMBERS PRESENT: Egon Garthoffner - Chair, Gan Mukhopadhyay – Co-Chair, Debbie Dotson, Ralph Engdahl, Andy Ginocchio, Reza Karimi, Anthony Liberatore

MEMBERS ABSENT: Mary Simon

OTHERS PRESENT: Ajit Gidwani and Bill Walsh (Advisors)
GRF: Bunny Carpenter, Juanita Skillman, Elsie Addington

STAFF PRESENT: Guy West - Projects Division Manager, Rodger Richter – Project Manager, Sandra Spencer – Administrative Assistant

REPORT

1. Call to Order

Chair Garthoffner called the meeting to order at 9:30 a.m.

2. Acknowledgment of Media

Chair Garthoffner noted that the meeting was broadcasting on Granicus and Zoom and was being recorded.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for January 24, 2023

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

None.

6. Member Comments (*Items Not on the Agenda*)

None.

7. Department Head Update

Mr. West commented that the PAC restroom interior design project has been loaded into Basecamp portal. 27 Diamonds is requesting recommendations or examples to follow. After 2 weeks, 27 Diamonds will publish the preliminary designs on Basecamp and those will then be brought back to the committee at a future meeting.

Items for Discussion:

8. Clubhouse 1 Interior Design Color Options – Presentation

Director Dotson presented 3 material and color palette options for interior spaces and 3 material and color options for restrooms for the consideration of the committee via PowerPoint. Discussion ensued regarding soundproofing, lighting, and window coverings. Potential window replacement, interior door refreshing and exterior painting will be discussed at a later date, if requested. The kitchen and acoustics in the Drop-In Lounge were briefly discussed.

Mr. West clarified that Option A – Rooms does not have to be matched with Option A – Restrooms; the room options can be matched with any of the restroom options.

On March 15, 2023, this committee will vote on the color options presented by 27 Diamonds.

Items for Future Agendas:

- PAC Restroom Interior Design

Concluding Business:

9. Committee Member Comments

- Advisor Gidwani thanked Director Dotson and the committee for their hard work.
- Director Karimi commented on the timeline.

10. Date of Next Meeting: Wednesday, March 15, 2023 at 1:30 p.m.

11. Adjournment: The meeting was adjourned at 10:53 a.m.



Egon Garthoffner, Chair

Egon Garthoffner, Chair
Guy West, Staff Officer
Telephone: 949-268-2380



OPEN MEETING

REPORT OF THE REGULAR OPEN MEETING OF THE GOLDEN RAIN FOUNDATION CLUBHOUSE RENOVATION AD HOC COMMITTEE*

**Wednesday, March 15, 2023 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

REPORT

MEMBERS PRESENT: Egon Garthoffner - Chair, Gan Mukhopadhyay – Co-Chair, Debbie Dotson, Ralph Engdahl, Andy Ginocchio, Reza Karimi, Mary Simon

MEMBERS ABSENT: None

OTHERS PRESENT: Ajit Gidwani, Carl Randazzo and Bill Walsh (Advisors)
GRF: Bunny Carpenter, Yvonne Horton, Juanita Skillman, Elsie Addington
UNITED: Diane Casey
THIRD: Cush Bhada

STAFF PRESENT: Guy West - Projects Division Manager, Bart Mejia – Maintenance & Construction Assistant Director, Rodger Richter – Project Manager, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Garthoffner called the meeting to order at 1:30 p.m.

2. Acknowledgment of Media

Chair Garthoffner noted that the meeting was broadcasting on Granicus and Zoom and was being recorded.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for March 6, 2023

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

None.

6. Member Comments (Items not on the Agenda)

- A member commented on the project cost and insurance.
- A member commented on their request for a permanent musician rehearsal space.

Items for Discussion:

7. 27 Diamonds Interior Design – Verbal Presentation

Director Dotson provided an overview of the process for the voting and introduced 27 Diamonds staff. Design options for Clubhouse 1 were presented via a PowerPoint; the options were discussed in detail; and questions from the committee were answered.

8. Solicit Member Input – Informal Poll

Director Dotson introduced the manner in which the informal poll would be taken and provided instructions on how to access the Google form while reviewing the color boards provided by 27 Diamonds. After approximately 20 minutes, Director Dotson revealed the results of the informal poll. The option with the most votes is listed below:

Color Palette Choice for Rooms: Option C
Color Palette Choice for Restrooms: Option C
Color Choice for Fireplace Façade in Ballroom: Option A and Option C had a tie vote
Style Choice for Ballroom Lighting: Option A
Window Covering Choice for Ballroom: Option A

9. Color Palette and Material Selection

A motion was made and seconded for the committee to make a formal selection between the options presented. Discussion ensued amongst the committee members regarding the scope of work to be included in the RFP and the next steps for the project. A formal vote was taken and the options with the most votes is listed below, and an image of each is attached (Attachment 1):

Color Palette Choice for Rooms: Option C
Color Palette Choice for Restrooms: Option C
Color Choice for Fireplace Façade in Ballroom: Option A
Style Choice for Ballroom Lighting: Option A
Window Covering Choice for Ballroom: Option A
Multi-Purpose Room Lighting: Option B

A further motion was made and unanimously passed to direct staff to proceed with the GRF Clubhouse Renovation Ad Hoc Committee selected and approved color palettes; to prepare a scope of work for contractor bids for review by the GRF CAC and M&C Committees, prior to soliciting contractor bids.

Concluding Business:

10. Committee Member Comments

- Chair Garthoffner commented on next steps in the process.
- Advisor Gidwani thanked the committee for their hard work on this project.

11. Date of Next Meeting: TBD

12. Adjournment

The meeting was adjourned at 3:28 p.m.



Egon Garthoffner, Chair

Egon Garthoffner – Chair
Guy West - Staff Officer
Telephone: 949-268-2380

Attachment 1

Item 9. Color Palette and Material Selection

Color Palette Choice for Rooms: Option C

C



OPTION C
ROOM

Color Palette Choice for Restrooms: Option C

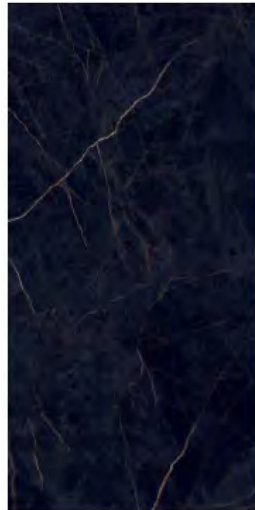
C



OPTION C
RESTROOM

Color Choice for Fireplace Façade in Ballroom: Option A

A



NOIR



Style Choice for Ballroom Lighting: Option A



A



60" diam., 22"H
Bottom Tier: 36" diam., 6"H
Minimum Height: 60"
Maximum Height: 156"

Window Covering Choice for Ballroom: Option A

A



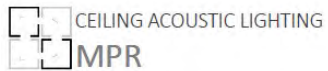
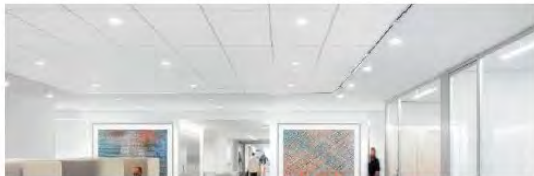
ROLLER SHADES
WITH VALANCES

NOTE - Color choices
palettes we determine



Multi-Purpose Room Lighting: Option B

B





OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE**

**Wednesday, May 15, 2023 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

REPORT

Members Present: Chair Joan Milliman; Directors Elsie Addington, Margaret Bennett, Maggie Blackwell, James Cook, Cris Prince, Sue Quam; Advisors Catherine Brians, Theresa Frost, Carmen Pacella, Lucy Parker

Members Absent: Advisor Tom Nash (excused)

Others Present: Debbie Allen, Bunny Carpenter, Cynthia Rupert, Juanita Skillman, Richard Rader

Staff Present: Eileen Paulin, Ellyce Rothrock, Paul Ortiz, Susan Logan-McCracken

1. Call to Order

The meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Approved by unanimous consent.

4. Approval of Report for March 20, 2023

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman welcomed committee members.

6. Member Comments

Catherine Brians discussed sponsorship for reprinting the Friendship, Serpentine and Aliso Creek walking guides. Discussion ensued.

Russell McMurtray discussed an issue with the cable service in his manor. Mr. Ortiz addressed his issue and said he would send a technician to his manor to investigate.

Items for Discussion

7. Media and Communications Report – Eileen Paulin

Ms. Paulin highlighted from the Media and Communications Activities Report:

- The mutual email blasts
- The latest Village Breeze
- Clarification about free mulch services
- Opting out of paper mailings
- Recreation and Special Events Department flyers
- Driving range closures
- Work on the ad hoc committees

Director Quam asked about publicizing town hall meetings in the “What’s Up in the Village” email blast. Discussion on the process ensued.

8. Broadband Ad Hoc Committee Report – Eileen Paulin

Ms. Paulin discussed the meeting that will be held in the board room immediately following this meeting. She discussed the importance of confidentiality until GRF works through the unknowns and is ready to roll out the education component. She mentioned educational efforts already made to prepare residents for the future of broadband, including Village Breeze articles, Village Television’s “Let’s Talk Tech” with Debbie Dotson, and Mr. Ortiz’ presentations to the Video Club and PC Club.

9. Website Ad Hoc Committee Report – Ellyce Rothrock

Ms. Rothrock reviewed the tasking and meetings involved in requesting and evaluating vendor proposals. She estimated that the committee would make a recommendation on a final vendor at the next meeting on May 22.

10. Broadband Services Report – Paul Ortiz

Mr. Ortiz highlighted from the subscriber report:

- Village Television YouTube subscriber counts continue to increase.
- Set-top box rentals, premium channels and pay services continue to decrease.

Mr. Ortiz announced that Village Television’s “This Day” host Lisa Hart is retiring. Two new hosts will work with Ms. Hart in the next few weeks before she leaves the program in mid-June.

He discussed his presentation on the direction of broadband services that he gave to the PC Club and will possibly give to other groups this year.

Items for Future Agendas

TBD

Concluding Business

Committee Member Comments

Mr. Ortiz thanked the group and commended the ongoing educational efforts.

Ms. Rothrock commended staff for all the tasking accomplished.

Ms. Paulin discussed the numbers and commended the team.

Director Addington thanked the group.

Director Blackwell discussed including "Let's Talk Tech" in the Friday email blast.

Director Quam asked if Mr. Ortiz' presentation to the Video Club was recorded. He answered that it was and can be viewed on Village Television's YouTube channel by searching Video Club. Director Quam asked about giving this presentation at a United town hall. Discussion ensued.

Advisor Parker discussed a booklet for clubs on how to run fundraising campaigns and publicize them.

Advisor Pacella thanked staff members for all the work they do.

Advisors Brians and Frost reiterated the importance of the educational process.

Ms. Paulin discussed the 60th anniversary of Laguna Woods Village next year. Discussion ensued.

Chair Milliman thanked staff for taking on the extra work of the ad hoc committees.

Date of Next Meeting – Monday, July 17, 2023, at 1:30 p.m.

Adjournment

Chair Milliman adjourned the meeting at 2:36 p.m.


Joan Milliman, Chair
Media and Communications Committee

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OPEN MEETING

**REPORT OF REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

**Wednesday, February 1, 2023 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Don Tibbetts (Chair), Egon Garthoffner, Cush Bada, Moon Yun, Azar Asgari, Alison Bok, Frank Stern

ADVISORS:

MEMBERS ABSENT:

OTHERS PRESENT: Elsie Addington, Juanita Skillman, Maggie Blackwell

STAFF PRESENT: Robert Carroll - General Services Director, Francisco Perez – Transportation Supervisor, Miguel Camarena – Vehicle Maintenance Supervisor, Liz Cortez – Administrative Coordinator

1. **Call to Order**
Chair Tibbetts called the meeting to order at 1:32 p.m.
2. **Acknowledgment of Media**
None present.
3. **Approval of the Agenda**
Hearing no objection, the agenda was approved by acclamation.
4. **Approval of Meeting Report for**
The regular meeting report of December 7, 2022 was approved by acclamation with the following change:
 - Change Laguna Hills Mall to the Village at Laguna Hills
5. **Chair's Remarks**
None
6. **Member Comments (Items Not on the Agenda)**
Member Harold Midence commented on the Fixed Route Transportation System in addition to the Transportation program budget and cost savings.
Member Rhoda Lindner commented on the need of bus turnouts at the Village at Laguna Hills mall.

7. Response to Member Comments

Director Asgari responded to member comments. Mr. Carroll, director of General Services, also responded to member comments.

Reports

8. Director's Report

Staff provided the committee with a current overview of the Laguna Woods Village Transportation ridership for the Fixed-Route, Journey and BOOST transportation programs.

Staff also provided a map of Laguna Woods Transportation boundaries. Staff is following guidance from County/State mandates for mask requirements in public Transportation as it relates to COVID-19 restrictions.

The committee was provided with a delivery update of the vehicles per the 2021 capital approved purchases. The delay of new vehicle deliveries is a result of a worldwide chip shortage and supply change issues.

Items for Discussion

9. Vehicle Purchase – Two Ram Promaster 3500 Low Floor ADA Vans for the Transportation Department

Mr. Carroll presented a report recommending the committee approve the purchase of two Low Floor ADA Vans for the Transportation Department in the estimated amount of \$278,252.

Director Bhada made motion to approve staff's recommendation, Director Stern seconded. Discussion ensued, the motion passed by a vote 4-2. Director's Asgari and Bok opposed. Director Stern abstained.

10. Vehicle Purchase – One Ford F-250 Standard Cab Truck for the Landscape Department

Mr. Carroll presented a report recommending the committee approve the purchase of one Ford F-250 standard cab truck for the Landscape Department in the estimated amount of \$45,425.

Director Bhada made motion to approve staff's recommendation, Director Bok seconded. Discussion ensues. Hearing no objections, the motion passed unanimously. Director Stern abstained.

11. Vehicle Purchase – Ten Ford Ranger Pick-Up Trucks for the Maintenance and Construction and Landscape Departments

Mr. Carroll presented a report recommending the committee approve the purchase of ten Ford Ranger pick-up trucks for the Maintenance and Construction and Landscape Departments in the estimated amount of \$347,288.

Director Bhada made motion to approve staff's recommendation, Director Bok seconded. Discussion ensued. Director Yun made an amendment to the motion to postpone action until the next meeting. Director Asgari seconded. Motion to postpone action passed 5-2. Director Tibbetts and Bhada opposed.

12. Vehicle Purchase – Three Ford Transit Cargo Vans for the Maintenance and Construction Department

Mr. Carroll presented a report recommending the committee approve the purchase of three Ford Transit Cargo Vans for the Maintenance and Construction Department in the estimated amount of \$170,253.

Director Bok made motion to approve staff's recommendation, Director Bhada seconded. Discussion ensued. Hearing no objections, the motion passed unanimously. Director Stern abstained.

13. Vehicle Purchase – Ten Utility Vehicles for the Landscape and General Services Departments

Mr. Carroll presented a report recommending the committee approve the purchase of seven Kawasaki Mules and three Club Car Carryall 500 vehicles for the Landscape and General Services Departments in the estimated amount of \$212,200.

Director Yun made motion to approve staff's recommendation, Director Bhada seconded. Discussion ensued. Director Asgari made an amendment to the motion to postpone action until the next meeting. Director Bok seconded. Discussion ensued. Motion to postpone action passed unanimously.

14. Vehicle Purchase – One Trails West Royale Two Horse Equestrian Trailer for the Recreation Department

Mr. Carroll presented a report recommending the committee approve the purchase of one Trails West Royale Two Horse Equestrian Trailer for the Recreation Department in the estimated amount of \$24,903.

Director Stern made motion to approve staff's recommendation, Director Asgari seconded. Hearing no objections, the motioned passed unanimously.

Items for Future Agendas:

None.

Concluding Business:

Committee Member Comments:

Director Garthoffner recommended the committee consider Ford's additional maintenance programs and hiring a triple AAA garage to evaluate the value of replacement vehicles. Director Yun recommended staff address member's comment regarding the turnouts at the Village at Laguna Hills mall.

Date of Next Meeting – Wednesday April 5, 2022 at 1:30 p.m.

Adjournment:

The meeting was adjourned at 3:46 p.m.

Don Tibbets
Don Tibbets (Feb 14, 2023 15:44 PST)



REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
SECURITY AND COMMUNITY ACCESS COMMITTEE

The Hybrid Model Meeting of the Security and Community Access Committee was held on Monday, February 27th, 2023 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts, Maggie Blackwell, Juanita Skillman, SK Park, Cash Achrekar, Moon Yun, Peter Sanborn

MEMBERS ABSENT: Sue Stevens (Gave Notice)

OTHERS PRESENT: Elsie Addington, Jim Cook, Joan Milliman, Mike Epstein, Carlos Rojas, Bunny Carpenter, Siobhan Foster

STAFF PRESENT: Eric Nuñez, Cody DeLeon

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:34 p.m.

ACKNOWLEDGEMENT OF PRESS

Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda without requested changes.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the October 31st, 2022 meeting report.

CHAIRMAN'S REMARKS

Chair Tibbetts did not have remarks at this time.

MEMBER COMMENTS

Multiple members made comments and asked questions.

Topics included:

1. Additional cameras that record should be added to RV lots (theft prevention) and Clubhouse 4 (recent assault incident).
2. Fencing is needed at dog park to keep out trespassers and prevent thefts from vehicles.

RESPONSE TO MEMBER COMMENTS

Staff Officer Nuñez responded stating that 5 cameras record at RV Lot A and 2 at RV Lot B.

REPORTS

Disaster Preparedness Task Force Report

Chief Nuñez discussed the meeting report provided in the packet from January's DPTF meeting. Chief Nuñez shared that the disaster prep bazaar stand was a success. Chief Nuñez also shared the commitment that our new disaster preparedness coordinator has in facilitating meetings with the Clubhouse Coordinators each month. Currently the DPTF team is working on scheduling training events with OCFA as well as working on an office space for the new coordinator to work out of part time.

RV UPDATE

Chief Nuñez noted the success of the temporarily appointed Security Administrative Specialist and the traffic officer who have audited the RV Lots. The audit has freed up spots for residents who have been on the waiting list for over a year.

Director Park pointed out that the RV Lot B statistical data was off by one parking spot.

NOTE: Error has since been corrected.

NOTEWORTHY INCIDENTS

No noteworthy incidents to report on.

SECURITY STATISTICS

Chief Nuñez explained the statistics provided within the agenda packet. Members made comments and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

GATE 12 ENFORCEMENT AND SAFETY ISSUES

Staff Officer Nuñez discussed the staff report with PowerPoint presentation showing safety issues. Discussion only, nothing to be voted on.

TRESPASSING ENFORCEMENT UPDATE

Staff Officer Nuñez discussed the staff report statistics on trespassers admonished by VMS security as well as those admonished by OCSD. Discussion only.

4-WAY STOP SIGN STAFF REPORT (RECONSIDERATION)

Staff Officer Nuñez discussed the staff report previously rejected. Members made comments and suggestions.

Director Blackwell made a motion to deny staff recommendation of hiring a traffic consultant but to approve of stop signs and sidewalks being put at the intersection of Avenida Sevilla and Via Mendoza.

The motion was unanimously approved.

FUTURE SCAC MEETING DATES/TIMES CHANGE

Staff Officer Nuñez notified Chair Tibbetts of the current scheduling conflict with a landscaping committee meeting. Staff Officer Nuñez stated that he will work with his admin coordinator and the landscaping department on coming up with alternate dates and times for future SCAC meetings.

ITEMS FOR FUTURE AGENDAS

No future agenda items.

CONCLUDING BUSINESS

DATE OF THE NEXT MEETING

The next meeting is to be determined but will take place in the Board Room at the Laguna Woods Village Community Center.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 3:38 p.m.

Don Tibbetts

[Don Tibbetts \(Mar 2, 2023 20:30 PST\)](#)

Don Tibbetts, Chair

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OPEN MEETING

**MEETING OF THE GOLDEN RAIN FOUNDATION
COMPLIANCE AD HOC COMMITTEE**

**Wednesday, May 3, 2023 - 1:30 P.M.
Laguna Woods Village Community Center
Sycamore Room/ Virtual Meeting
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Bunny Carpenter- Chair, Joan Milliman, Reza Karimi and Mark Laws
Pearl Lee Maggie Blackwell and Juanita Skillman entered at 1:39 PM

MEMBER EXCUSED: Cris Prince

STAFF PRESENT: Blessilda Wright and Ruby Rojas

CALL TO ORDER

Bunny Carpenter, Chair, called the meeting to order at 1:32 p.m.

APPROVAL OF THE AGENDA

Chair Carpenter made a motion to approve the agenda.

Without objection, the agenda was approved.

APPROVAL OF THE REPORT FROM April 3, 2023

Chair Carpenter made a motion to approve the meeting report from April 3, 2023 with minor scrivener changes.

Without objection, the report was approved.

CHAIR'S REMARKS

None.

MEMBER COMMENTS

A Member commented on the compliance process for the garden center.

RESPONSE TO MEMBER COMMENTS

The Committee and Ms. Wright responded to members concerns.

ITEMS FOR DISCUSSION AND CONSIDERATION

7. Member Disciplinary Hearing Procedure

Ms. Blessilda Wright, Compliance Supervisor, gave an overview of the Member Disciplinary Hearing Procedure. The Committee members made comments and asked questions.

The Committee elected to table the matter and bring back the document with minor
Agenda Item #14g(2)
Page 1 of 2

scrivener changes and present the updated version at the next scheduled GRF board meeting in June for review.

By consensus, the motion passed.

Director Laws left the meeting at 2:28 pm

8. Disciplinary Violations Matrix

The committee tabled the matter.

9. Additional Occupancy Fee

Chair Carpenter gave an overview of the Additional Occupancy Fee matter. The Committee tabled the matter.

CONCLUDING BUSINESS:

Committee Member Comments

None.

Future Agenda Items

- a. Website Compliance section
- b. IDR Policy
- c. GRF Club Application

Date of Next Meeting

Monday, June 5, 2023 at 9:30 a.m.

Adjournment

With no further business before the Committee, the Chair adjourned the meeting at 2:53 p.m.

Bunny Carpenter

Bunny Carpenter- Chair



REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION DISASTER PREPAREDNESS TASK FORCE

Tuesday, March 28th, 2023 at 9:30 AM

HYBRID MEETING

MEMBERS PRESENT: Eric Nuñez (Chair), Sue Stephens, Moon Yun, Juanita Skillman, Anthony Liberatore, SK Park

MEMBERS ABSENT: Gan Mukhopadhyay (No Notice Given), Alison Bok (No Notice Given)

ADVISORS PRESENT: Rick Kopps

OTHERS PRESENT: Doug Gibson, Elsie Addington

STAFF PRESENT: Cody DeLeon, Ed Green

THE MEETING WAS CALLED TO ORDER: 9:34 A.M.

ACKNOWLEDGEMENT OF THE PRESS: None present

APPROVAL OF THE AGENDA: By consensus, the agenda was approved.

APPROVAL OF MEETING REPORT: By consensus, the meeting report was approved with 3 grammatical corrections to be made.

CHAIRS REMARKS: Chair Nuñez began his remarks by discussing the move of the security department into the new office space near the LWCC. Chair Nuñez has been in contact with OCFA Division Chief Hunter Div. 25 to present ICS presentation at next DPTF meeting.

MEMBER COMMENTS: Members made comments:

- Tornado disaster concerns
- Shelter in place instructions
- Gate 11 Resident Spring Neighborhood meeting on April 4th, 2023 from 9:45 A.M. to 12:15 P.M. at clubhouse 2:
 1. OCFA Home safety Presentation
 2. Carol Moore (City Council Member) – Discuss services that are available from the city
 3. Mark Laws (Third Mutual President) – Third Mutual Update, Landscaping Q&A

REPORTS

RADIO & COMMUNICATIONS: Ed Green shared that 6 of the 11 radio drill participants participated in this month's radio drill. Ed Green will be following up with the Radio Club members to identify reason for low participation turnout.

OFFICE MANAGER/ADVISOR: Advisor Tom Soule was not present. Doug Gibson mentioned Mr. Soule would have stated that disaster prep supplies need to be ordered.

RECRUITMENT / RETENTION / TRAINING: Director Skillman mentioned 3rd clubhouse coordinator meeting on March 30th, 2023.

GRF BOARD: Director Skillman did not have anything to report.

UNITED BOARD: Director Liberatore did not have anything to report. Made comments.

THIRD BOARD: Director Park asked about OCFA update from previous minutes.

Chair Nuñez responded and referenced his agenda item #5 remarks. Chair Nuñez also added his plan to have OCFA conduct a fire prevention presentation along with ICS and stressed the importance of proper training and education on usage of fire prevention/extinguishing tools.

TOWERS: Advisor Rick Kopps mentioned the importance of working radios and the success the towers had with the radios two months ago when Tower two had two elevators down. Rick also discussed conducting door to door handouts on earthquake and tornado disaster plan.

Chair Nuñez praised Rick for a job well done.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson was absent. No report made.

DISCUSSIONS AND CONSIDERATIONS

UPDATE ON DISASTER PREPAREDNESS: Ed Green discussed his plans moving forward:

- Taking disaster preparedness to the people
- Training and exercises for experience (proper food storage, evacuation practice, proper fire extinguisher usage)
- Outreach program through channel 6, The Globe, and Clubs

ITEMS FOR FUTURE AGENDAS

1. ICS Presentation from OCFA
2. Review Disaster Preparedness EOP

MEMBER COMMENTS: Multiple members made comments. Topics included:

- The need for more good neighbor captains
- OCFA involvement
- Keeping residents and volunteers motivated for retention
- More condensed disaster plan for residents to have/print

NEXT MEETING: (Tentative) May 30th, 2023 at 9:30 a.m.

ADJOURNMENT: 10:49 A.M.

SUBMITTED BY:



Eric R. Nuñez (Mar 31, 2023 10:49 PDT)

Chair Nuñez