



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, February 7, 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. January 3, 2023 – GRF Board Regular Open Meeting
- b. January 19, 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 December 2022 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

11. Unfinished Business

- a. Entertain a Motion to Approve the GRF Credit Card and Transaction Fee (ActiveNet) **(January initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**
- b. Update Committee Appointments

12. New Business

- a. Meeting Change from July 4, 2023 to July 5, 2023
- b. Entertain a Motion to Approve Donation of Printing Press and Mat Cutter for Clubhouse 4 Art Room
- c. Entertain a Motion to Approve Donation of Longarm Quilting Machine for Clubhouse 4 Sewing Classroom
- d. Entertain a Motion to Approve Art Association Request for Whale Project Mounting

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 December 21, 2022; next meeting February 15, 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
- b. Strategic Planning Committee—Director Dotson. The committee met on October 3, 2022; next meeting TBA.
- c. Report of the Community Activity Committee – Director Horton. The committee met on January 12, 2023; next meeting March 9, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Landscape Committee – Director Skillman. The committee met on December 14, 2022; next meeting February 8, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Maintenance & Construction Committee – Director Karimi. The committee met on December 14, 2022; next meeting February 2, 2023, at 9:30 a.m.

in the Board Room and as a virtual meeting.

- (1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on January, 24, 2023; next meeting TBA.
- (2) Report of the EV Charger Special Open Meeting - Director Karimi. The Committee met on December 12, 2022.

- f. Report of the Media and Communications Committee—Director Milliman. The committee met on January 16, 2023; next meeting February 20, 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 December 29, 2022; Next meeting TBA
- (2) Broadband Ad Hoc – Director Milliman. The committee met on November 21, 2022; next meeting TBA.

- g. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee met on February 1, 2023; next meeting April 5, 2023, at 1:30 p.m. in the Board Room.

- h. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on October 31, 2022; next meeting February 27, 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 January 18, 2023; next hearings on February 15, 2023, at 9:00 a.m. as a virtual meeting.
- (2) Compliance Ad Hoc Committee – President Carpenter. The committee met on January 27, 2023; next meeting TBA.

- i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on January 31, 2023; next meeting March 28, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.

- j. Information Technology Advisory Committee – Director Hopkins. The Committee met on December 9, 2022; next meeting January 27, 2023 as a virtual meeting.

- l. Purchasing Ad-Hoc Committee – Director Carpenter. The Committee last met on April 7, 2022; 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) January 3, 2023 – Regular 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, January 3, 2023, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

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

Directors Absent: None

Staff Present: CEO - Siobhan Foster, Makayla Schwietert, Paul Nguyen, Robert Carroll, Eileen Paulin, Alison Giglio, Bart Mejia, Carlos Rojas, Jacob Huanosto, Steve Hormuth

Other Directors Present: Debbie Allen (VMS), Cynthia Rupert (VMS), Alison Bok (United), Jim Cook (Third)

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

President Carpenter called the meeting to order at 9:32 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 and the Village Television crew were present remotely by way of cameras.

4. Approval of Agenda

President Carpenter requested an approval of the agenda.

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

5. Approval of Minutes

- a. December 1, 2022 – GRF Board Regular Special Open Meeting
- b. December 6, 2022 – GRF Board Regular Open Meeting

c. December 15, 2022 – GRF Board Agenda Prep Meeting

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

6. Report of the Chair

President Carpenter commented on the following items:

- Projects of 2023
 1. ERP
 2. Building E
 3. Clubhouse One Interior Design
 4. Anti-Harassment Board
 5. Pickleball Proposal

7. CEO Report

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

- Solid Waste Handling Services
- CR&R Annual Performance Review
- In Terms of Communication
- Missed Collections
- Liquidated Damages
- Hold Times
- City shared Specific Incidents and Follow-up that are performance issues
- Specific Incident Follow-Up
- Performance Hearing

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 Water Shutdown Policy for plumbers
- A member commented on cost of Insurance & Utilities

9. Responses to Open Forum Speakers

The following are responses to the open forum speakers:

- Director Milliman commented on the Water Shutdown Policy and advised that it needs to go to the Mutual.
- Director Dotson commented that any suggestions/ideas for improvements should be jotted down and brought to the next Strategic Planning Meeting.

10. Consent Calendar

All matters listed under the Consent Calendar were recommended for action by committees and were enacted by the board by one motion. In the event an item was 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 November 2022, 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. Entertain a Motion to Approve 2023 Aquadettes Billing (December 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 90-23-01

2023 Aquadettes Billing

WHEREAS, the Aquadettes are a community club who offer an annual Aqua Follies Water Show (synchronized swimming) at Pool 1. The show takes place over the course of three days in the summer months. The Aquadettes have been performing for Village residents for more than 55 years; and

WHEREAS, due to the nature of the show, alternative accommodations are needed to host an event at Pool 1, including, but not limited to, rental chairs for audience seating set up around the perimeter of the pool and lifeguard services during rehearsals and shows; and

WHEREAS, on June 29, 2017, the Aquadettes received approval for the fixed dollar amount of \$1,250 for services rendered; and

WHEREAS, On December 9, 2021, the Community Activities Committee reviewed the fixed dollar amount and advised staff to proceed with the 2022 show at the same cost due to prior shows being canceled during Covid; and

WHEREAS, the cost to support the 2022 show was \$5,135. GRF waived \$3,885 in event expenses. Staff estimates a total cost of \$5,181 for 2023 services and equipment rentals; an increase of approximately \$46; and

WHEREAS, the 2023 Business Plan does not include an allocation for the Aqua Follies show in 2023; and

WHEREAS, on November 19, 2022, Community Activities Committee recommended increasing the fixed dollar amount by \$1000, totaling \$2,250 for services rendered;

NOW THEREFORE BE IT RESOLVED, January 3, 2023, that the Board of Directors of this Corporation hereby adopts the proposed increase of the fixed dollar amount of \$1000, totaling \$2,250 for services rendered; 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 90-23-01. Director Addington seconded.

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

11b. Entertain a Motion to Approve Changes to West Coast Internet (WCI) Rates (December 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 90-23-02

Internet Speed Service Level Improvements and Rate Adjustment

WHEREAS, demand for higher levels of internet speed in the Village has grown 21.75% from October 2021 to October 2022; during same period, subscribers to the lowest tier of service fell 6.73%; and

WHEREAS, this demand for higher levels of internet speed and bandwidth in the Village is attributable to residents use of an increasing number of Wi-Fi-enabled devices (smart TVs, smart speakers, smartphones, tablets, laptops, watches, medical devices, video doorbells, security systems, etc.), as well as content streaming services such as Netflix and Hulu; and

WHEREAS, recognizing this need to supply faster tiers of speed, the GRF board is working with its contracted vendor, West Coast Internet (WCI), to increase internet speeds and adjust internet rates for the first time since 2014; and

WHEREAS, on November 21, 2022, the GRF Media and Communications Committee reviewed and recommends the board of directors adopt the improved internet speed level tiers of service and an adjustment of monthly rates;

NOW THEREFORE BE IT RESOLVED, January 3, 2023, that the Board of Directors of this Corporation approve the following internet speed level tiers and rates effective February 1, 2023:

Increase \$	New Rate	Old Rate	Old Speeds	New Speeds
\$3.00	\$26.50	\$23.50	15/3 Mbps	30/5 Mbps

\$8.00	\$36.50	\$28.50	30/3 Mbps	65/5 Mbps
\$6.50	\$45.00	\$38.50	50/5 Mbps	125/15 Mbps
\$7.75	\$56.50	\$48.75	100/10 Mbps	250/20 Mbps
New	\$75.00	New		500/15 Mbps

Residents currently subscribed to the 15/3 Mbps level will be moved to 30/5 Mbps; however, this level of service will no longer be offered to new subscribers.

Residents subscribing to the new 500/15 MBPS will require a DOCSIS 3.1 modem.

Residents will receive levels of service with no data cap.

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 90-23-02. Director Dotson seconded.

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

11c. Entertain a Motion to Approve Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Formation of Joint Hearing Body (December 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 90-23-03

Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and Charter of the Joint Hearing Body Committee

WHEREAS, the Board of Directors of United Laguna Woods Mutual (“United”) and Golden Rain Foundation (“GRF”) require a clear and consistent policy to address claims of harassment, abuse and intimidation by directors to staff of Village Management Services, Inc., fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents; and

WHEREAS, this Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy (“Policy”) is intended to provide guidance relative to such behavior and issue a mechanism for addressing same by the Anti-Harassment, Anti-Abuse and Anti- Intimidation Joint Hearing Body Committee; and

WHEREAS, this Policy is being adopted by the Board of Directors of GRF and United in the exercise of their respective duties to maintain, protect and enhance the value and desirability

of Laguna Woods Village and the interests of all of its members.

NOW THEREFORE BE IT RESOLVED, January 3, 2023, that the Board of Directors of this Corporation hereby adopts the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and Charter of the Joint Hearing Body Committee, as attached to the official minutes of this meeting; and

RESOLVE FURTHER, that Resolution 90-22-39, adopted September 6, 2022, is hereby suspended and cancelled; and

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

Director Milliman made a motion to approve Resolution 90-23-03. Director Skillman seconded.

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

11d. Update Committee Appointments

Director Milliman read the following resolution:

RESOLUTION 90-23-04

GRF Committee Appointments

RESOLVED, January 3, 2023, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Strategic Planning Committee

Debbie Dotson, Chair (GRF)

James Hopkins (GRF)

Gan Mukhopadhyay, Alternate (GRF)

Nathaniel Ira Lewis (Third)

Mary Simon (United)

Reza Bastani (United) – On Short Term Leave

Lenny Ross (United) – Temporary Fill In

~~Ryna Rothberg (Mutual 50)~~

Advisor: Dick Rader

Community Activities Committee

Yvonne Horton, Chair (GRF)

Elsie Addington (GRF)

Joan Milliman, Alternate (GRF)

~~Annie McGary (Third)~~

Cush Bhada (Third)

Jules Zalon, Alternate (Third)
Mark Laws (Third)
Diane Casey (United)
Pearl Lee (United)
~~Ryna Rothberg, (Mutual 50)~~
~~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)
Mark Laws (Third)
Azar Asgari (United)
Thomas Tuning (United)
~~Al Amado (Mutual 50)~~
~~Margaret Bennet (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)
Thomas Tuning (United)
Mark Laws (Third)
Advisor: Sue Margolis

Landscape Committee

Juanita Skillman, Chair (GRF)
Yvonne Horton, (GRF)
Diane Casey (United)
Lenny Ross (United)
Jules Zalon (Third)
Nathaniel Ira Lewis (Third)
~~Annie McCary, Alternate (Third)~~
Vacant (Mutual 50)
Advisor: ~~Lynn Jarrett~~, Catherine Brians

Maintenance & Construction Committee

Reza Karimi, Chair (GRF)

Gan Mukhopadhyay, Co-Chair (GRF)
Egon Garthoffner, Alternate (GRF)
James Cook (Third)
Ralph Engdahl (Third)
Cush Bhada, Alternate (Third)
Reza Bastani (United) – On Short Term Leave
Alison Bok (United) – Temporary Fill In
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)
Cush Bhada, (Third)
Ralph Engdahl (Third)
Reza Bastani (United)
Mary Simon (United)
Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)
Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
Annie McGary (Third)
James Cook (Third)
Cris Prince, **Alternate** (Third)
Moon Yun, Alternate (Third)
Anthony Liberatore (United)
Maggie Blackwell (United)
Ryna Rothberg, (Mutual 50)
Margaret Bennet (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost, **Lynn Jarrett**, Catherine Brians

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)
Debbie Dotson (GRF)
Anthony Liberatore (United)
Azar Asgari (United)
Annie McGary (Third)

Mark Laws ~~Alternate~~ (Third)
Advisors: Lucy Parker, Diane Phelps, ~~Lynn Jarrett~~

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)
Margaret Bennett (Mutual 50)
~~Sue Stephens, Alternate (Mutual 50)~~

Mobility & Vehicles Committee

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

Security and Community Access

Don Tibbetts, Chair (GRF)
Juanita Skillman (GRF)
~~Annie McGary (Third)~~
~~Moon Yun (Third)~~
Cris Prince (Third)
Donna Rane-Szostak, Alternate (Third)
Cash Achrekar (United)
Maggie Blackwell (United)
Sue Stephens (Mutual 50)
~~Peter Sanborn, Alternate (Mutual 50)~~
~~Margaret Bennett, Alternate (Mutual 50)~~

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Chair
Juanita Skillman (GRF)
Gan Mukhapadhyay (GRF)
James Cook (Third)
Donna Rane-Szostak, Alternate (Third)
Anthony Liberatore (United)
~~Alison Bok (United)~~
~~John Carter (Mutual 50)~~
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)
Mark Laws, Alternate (Third)
Cash Achrekar, Alternate (United)
Pearl Lee (United)
Jules Zalon (Third)
~~Board Members by Rotation (Mutual 50)~~
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 (GRF)
Cynthia Rupert (United)
Peggy Moore (Third)

Insurance Ad Hoc Committee

~~Bunny Carpenter, Chair (GRF)~~
~~Anthony Liberatore (United)~~
~~Lenny Ross (United)~~
~~Cris Prince (Third)~~
~~Mark Laws (Third)~~

~~Jim Cook (Third)~~
~~Yvonne Horton (GRF)~~
~~Reza Karimi (GRF)~~
~~Juanita Skillman (GRF)~~
~~Advisors: Bob Laux~~

Compliance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)

Maggie Blackwell (United)

Pearl Lee (United)

Mark Laws (Third)

~~Annie McGary (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 90-22-58 adopted December 6, 2022, 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 Resolution 90-23-04. Director Hopkins seconded.

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

12. New Business

12a. Entertain a Motion to Approve Rock ‘N Rollers Club Exception Request to Clubhouse Holiday Hours

Director Milliman read the following resolution:

RESOLUTION 90-23-05

Rock ‘N Rollers Club Exception Request to Clubhouse Holiday Hours

WHEREAS, the Recreation and Special Events Department oversees all recreation facilities. On May 5, 2020, GRF approved and adopted Clubhouse Holiday Hours resolution 90-20-19 allowing all clubhouses to close at 2 p.m. on Veteran’s Day beginning January 2021; and

WHEREAS, the Rock 'N Rollers Club requested an exception to Clubhouse Holiday Hours and is requesting to meet in Clubhouse 5 on Saturday, November 11, 2023, from 3 to 10 p.m.; and

WHEREAS, on December 8, 2022, the Community Activities Committee approved the request for exception to extend the holiday hours on November 11, 2023; extra fees to be paid by the Rock 'N Rollers club; and

WHEREAS, full time and part time hourly staff who are scheduled to work on one of the designated VMS holidays receive holiday pay equal to 1.5 times base pay; and

WHEREAS, the Rock 'N Rollers Club reservation is for seven hours. Setup and breakdown of the main lounge takes a total of four hours. The cost to staff Rock 'N Rollers Club on November 11, 2023, is approximately \$477; total includes wage rate (plus holiday pay), burden rate and overhead rate. The labor (\$477) and room rental (\$170) total \$647;

NOW THEREFORE BE IT RESOLVED, January 3, 2023, that the Board of Directors of this Corporation hereby adopts the exception to extend the holiday hours on November 11, 2023, with extra fees to be paid by the Rock 'N Rollers club; 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 90-23-05. Director Karimi seconded.

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

ITEM 14E (2) WAS DISCUSSED WITH THIS ITEM

12b. Entertain a Motion to Cancel All the Remaining Electric Vehicle Charging Station Applications Under the SCE Charge Ready 2 Program

Director Karimi discussed the meeting on December 12, 2022.

Maintenance and Construction Assistant Director, Bart Mejia, provided an overview to the staff recommendation to cancel all remaining vehicle charging station applications.

Director Milliman made a motion to cancel all the remaining electric vehicle charging station applications to SCE. Director Karimi seconded.

- Multiple Members commented on this item.

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

Director Gan Mukhopadhyay left the meeting at 10:40 a.m. and re-entered the meeting at 11:24 a.m.

Director Egon Garthoffner left the meeting at 10:58 a.m.

12c. Entertain a Motion to Approve the GRF Credit Card and Transaction Fee (ActiveNet) (January 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

GRF Credit Card and Transaction Fee (ActiveNet)

WHEREAS, On April 6, 2010, the Board adopted resolution 90-10-25 approving a Recreation Department Software upgrade for event and GRF Facilities reservation from Safari to ActiveNet containing fee-based services; and

WHEREAS, the Golden Rain Foundation currently absorbs all transaction and credit card fees for in-person purchases and fees associated with ActiveNet; and

WHEREAS, On December 27, 2022, the Finance committee approved the CAC recommendation of GRF credit card and transactions fees within ActiveNet be paid by the member for transactions online and in person; and

NOW THEREFORE BE IT RESOLVED, February 7, 2023, the Board of Directors of this Corporation hereby adopts the proposed recommendation regarding the ActiveNet credit card and transaction fees incurred by GRF to be paid by the user.

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 the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Skillman seconded the motion.

Discussion ensued among the board.

There being no objections, the motion was approved unanimously. (December Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

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 December 21, 2022; next meeting February 15, 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

- b. Strategic Planning Committee—Director Dotson. The committee met on October 3, 2022; next meeting TBA.
- c. Report of the Community Activities Committee – Director Horton. The committee met on December 8, 2022; next meeting January 12, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Landscape Committee – Director Skillman. The committee met on December 14, 2022; next meeting February 8, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Maintenance & Construction Committee – Director Karimi. The committee met on December 14, 2022; next meeting February 8, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on June 24, 2022; next meeting TBA.
THIS ITEM WAS COMBINED WITH ITEM 12B
 - (2) Report of the EV Charger Special Open Meeting - Director Karimi. The Committee met on December 12, 2022.
- f. Report of the Media and Communications Committee—Director Milliman. The committee met on November 21, 2022; next meeting January 16, 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 December 1, 2022; Next meeting TBA
 - (2) Broadband Ad Hoc – Director Milliman. The committee met on November 29, 2022; next meeting TBA.
- g. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee met on December 7, 2022; next meeting February 1, 2023, at 1:30 p.m. in the Board Room.
- h. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on October 31, 2022; next meeting February 27, 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 November 16, 2022; next hearings on January 18, 2023, at 9:00 a.m. as a virtual meeting.
 - (2) Compliance Ad Hoc Committee – President Carpenter. The committee met on November 30, 2022; next meeting TBA.
- i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on November 29, 2022; next meeting January 31, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Information Technology Advisory Committee – Director Hopkins. The Committee met on December 9, 2022; next meeting December 9, 2022 as a virtual meeting.
- k. Purchasing Ad-Hoc Committee – Director Carpenter. The Committee last met on April 7, 2022; next meeting TBA.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a 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.*

- GRF Credit Card and Transaction Fee (ActiveNet)

16. Director's Comments

- Director Skillman commented that this was a good meeting
- Multiple Directors wished everyone a Happy New Year
- Director Hopkins commented on much he enjoys working with this Board
- Director Karimi commented on how 2023 will be a challenging year
- President Carpenter stated that this is a great board that works professionally with one another
- Director Mukhopadhyay wants to make a decision on Building E

17. Recess 12:01 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

Approve the Agenda

Approve the Minutes of:

(a) December 6, 2022 – 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.

DocuSigned by:

Joan Milliman

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Joan Milliman, Secretary of the Board
Golden Rain Foundation

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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, January 19, 2023 – 10:00 a.m.
Willow Room/Virtual Meeting**

GRF Agenda Prep Meeting

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

Directors Absent: None

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

Others Present: None

1. Call Meeting to Order and Establish Quorum

President Carpenter called the meeting to order at 10:10 a.m. and established that a quorum was present.

2. Approval of the Agenda

President Carpenter asked for approval of the agenda.

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

3. Announcements

President Carpenter made the following comments:

- The Presidents Meeting
- Insurance Update (HOA)
- Strategic Planning
- Anti-Harassment
- RV Lot Monitoring Policy
- Gate 12 Entrance Control
- Building E Update
- Third Invitation to Urban Forestry
- GRF Communication Plan

- Newsletter
- GRF Propose Goals

Discussion ensued among the board.

4. Discuss and Consider Items to be placed on the Tuesday, February 7, 2023, Board Meeting Open & Closed Agendas

Open and Closed agendas for Tuesday, February 7, 2023, were approved separately. Director Hopkins moved approval of the Open Agenda. Director Horton seconded. Open agenda was then approved unanimously.

After the Closed Agenda was established, Director Milliman moved its approval. Director Skillman seconded. Closed Agenda was then approved unanimously.

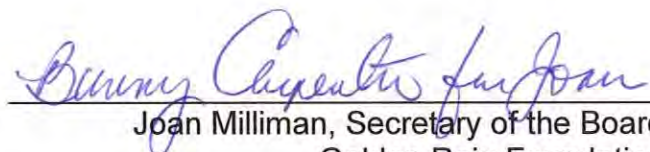
5. Director Comments

- Director Skillman is doing a report on TV 6 on what's going on in the committees
- President Carpenter asked Director Skillman to discuss Gate 12 while she is on TV 6
- Directors Karimi and Mukhopadhyay discussed communications with residents

Director Dotson left the meeting at 11:24 a.m.

6. Adjournment

The meeting was adjourned at 11:30 a.m.


Joan Milliman, Secretary of the Board
Golden Rain Foundation

ENDORSEMENT (to Finance Committee)

GRF Credit Card and Transaction Fee (ActiveNet)

Authorize the Community Activities Committee recommendation to review and approve GRF Credit Card and Transaction Fees within ActiveNet to be allocated to the user whether online or in person.

A motion was made to approve GRF Credit Card and Transaction Fees within ActiveNet to be allocated to the user whether online or in person.

The motion passed by a vote of 6-1. Director Bhada opposed.

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ENDORSEMENT (to board)

GRF Credit Card and Transaction Fee

Alison Giglio, Interim Recreation and Special Events Director, presented a staff report recommending that the GRF credit card and transactions fees within ActiveNet be allocated to the user for online and in-person transactions.

A motion was made and moved by Director Elsie Addington to accept and endorse this recommendation and be presented at the next board meeting. Director Donna Rane-Szostak seconded. Discussion ensued.

By consensus, the motion passed by a 4-2 vote. Directors Cook and Asgari opposed. Director Tuning abstained.

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STAFF REPORT

DATE: February 7, 2023
FOR: Board of Directors
SUBJECT: GRF Credit Card and Transaction Fee (ActiveNet)

RECOMMENDATION

Review and make a recommendation regarding the ActiveNet credit card and transaction fees incurred by GRF.

BACKGROUND

GRF upgraded the Recreation Department software from Safari to ActiveNet in 2010; resolution 90-10-25 (Attachment 1). ActiveNet is an internet-based application used for managing facility rentals, event and class registration and fee-based services.

DISCUSSION

The Recreation and Special Events Department oversees the use of facilities such as Clubhouses, Pools, Fitness Centers, Garden Centers, Golf Facilities and the Equestrian Center. Staff responsibilities include, but are not limited to, room reservations, ticket sales, classes, protect facilities and equipment, and enforce policy.

GRF currently pays all transaction and credit card fees for in-person transactions. In 2020 staff initiated online registration for classes and events; GRF has not paid any fees for online transactions. In-person ActiveNet fees can be paid entirely by GRF, partially by GRF or entirely by purchaser (resident).

On December 8, 2022 the Community Activity Committee reviewed and recommended GRF Credit Card and Transaction Fees within ActiveNet to be allocated to the user whether online or in person.

FINANCIAL ANALYSIS

The current transaction fee is 2.93% for in-person transactions when processing a fee. When a credit card is used an additional fee of 3.5093% is applied.

Registration for programs without fees do not incur transaction fees; only payments trigger transaction fees. There are no transaction fees associated with transferring funds from one activity to another or when processing check refunds. There is a flat \$0.10 refund fee for credit card refunds.

The online processing fee is 6.4393% (transaction and credit card fees combined). The online processing fee is paid for by the purchaser (resident). Online revenue in 2020 was \$2,404; users paid a total of \$191.47 in processing fees. Online revenue in 2021 was \$7,010; users paid a total of \$435.10 in processing fees.

	In-Person Transaction Fees	In-person Credit Card Processing Fees	Total Annual Fees Paid by GRF
2019	\$19,610	\$16,882	\$36,492
2020	\$3,597	\$3,425	\$7,022
2021	\$7,487	\$5,146	\$12,633

The annual minimum fee for GRF to use the ActiveNet software is \$3,000 however, all transaction fees are used as credit towards the minimum yearly fee for using ActiveNet software. Thus, if transaction fees met or exceeded \$3,000 per year all ongoing costs for the software are incurred by purchasers (residents) and none would be incurred by GRF.

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Alison Giglio, Interim Recreation and Special Events Director
Jose Campos, Assistant Director of Financial Services
Catherine Laster, Services Manager

Committee Routing: Finance Committee

ATTACHMENT(S)

ATT1: Resolution 90-10-25

ATT2: Resolution 90-23-XX

GOLDEN RAIN *Foundation* of LAGUNA WOODS

Internet Ticket Purchasing for Recreation Events

DATE: March 4, 2010

FOR: Golden Rain Foundation
Board of Directors

SUMMARY / RECOMMENDATION

The Community Activities Committee requested Staff investigate methods to allow members to purchase tickets for recreation events through the Internet or the Community website with a credit card. Staff recommends *Alternative One: Upgrade Recreation Software to ActiveNet at a cost of \$8,200, to be funded from the Equipment Fund.* The minimum annual fee, if required, will be paid from the existing operating budget.

BACKGROUND

Last year, residents paid a total of \$74,000 for tickets to events at Golden Rain Foundation (GRF) facilities. Currently residents can only pay for recreation events with cash or checks, either at the facility where the event is held or at the Recreation office in the Community Center. GRF uses event scheduling and tracking software called Safari, but the version of this software that GRF is currently using does not support online ticket purchases. The Safari software runs on GRF computers and has an annual licensing and maintenance cost of approximately \$2,700. The Golden Rain Foundation has been using a version of this software for approximately 10 years.

The 30 Year Reserves Plan includes an expenditure of \$10,000 every 10 years to replace the Recreation Reservation System. The next replacement is scheduled for 2013.

ANALYSIS / ALTERNATIVES

Active Network, the company that produces the Safari software used by GRF for event ticket sales, has developed two subsequent generations of software for managing recreation facilities. The most recent generation of event scheduling and tracking software, ActiveNet, would allow members to pay for events with credit cards, either through the Internet or in person at recreation facilities. It can also require that purchasers enter member ID numbers to prevent non-members from purchasing tickets through the Internet.

ActiveNet does not currently support the selection of specific seats for venues like Clubhouse 3, but the company expects to add this feature soon. Unlike the current Safari software which runs locally on GRF equipment and requires periodic upgrades, this new software runs on Active Network's computers and is accessed through the Internet. An Internet-based application eliminates the need for onsite maintenance and makes future updates to the software instantly available. The initial cost to upgrade would be \$8,200, but this would be offset because it would eliminate the need for the 30 Year Reserves Plan's \$10,000 expenditure on Recreation Reservation System replacement in 2013. The annual minimum fee for GRF to use the ActiveNet software for event scheduling would be \$3,000. Although this is more than the annual \$2,700 licensing and maintenance cost for Safari, the annual minimum

Agenda Item # 13a
Page 1 of 5

Golden Rain Foundation Board of Directors
 Internet Ticket Purchasing for Recreation Events
 March 8, 2010
 Page 2

fee for ActiveNet may be partially or entirely borne by the purchasers through transaction fees. Although some members may be displeased with the new transaction fees, this is more equitable to all members because primarily the members who are attending recreation events, and therefore creating the need for a scheduling software, will be paying for the maintenance of ActiveNet. This stands in contrast to the current arrangement where all members pay equally for the maintenance of Safari even if they never benefit from its use. See Attachment A for a table of online and in-person transaction fees.

Staff ran a comparison of the maintenance and licensing fees of Safari with the initial and ongoing costs of ActiveNet and future replacement costs. This comparison revealed that switching to ActiveNet would be less costly than the existing system within in approximately 3 years of its implementation.

In addition to offering online credit card purchases and long-term cost savings for GRF, the new ActiveNet software would also allow for better tracking and analysis of GRF facility usage. Using ActiveNet would be more effective than the current software in scheduling future events and determining the need for modifications or additions to GRF facilities and will reduce the amount of Staff time needed to carry out these activities.

Alternative One: Upgrade Recreation Software to ActiveNet at a cost of \$8,200 from the Equipment Fund

Under this alternative, GRF would implement the new ActiveNet recreation software with the initial costs of \$8,200 to be funded as a supplemental appropriation from the GRF Equipment Fund. The minimum annual fee, if required, would be paid from the existing operating budget. The initial costs include an estimate of up to \$6,000 for training to use the new software, up to \$1,600 for the transfer of data from the old Safari software to the new ActiveNet software platform, and a \$600 flat fee for system architecture. Staff believes the quotes for training and data transfer represent very conservative estimates, and the actual costs could be much lower, though it is not possible to predict how much lower. Further, these initial costs will be offset by saving the \$10,000 budgeted to replace the Recreation Reservation System in 2013.

Purchases of event tickets through the new ActiveNet software would incur transaction fees whether the purchase is made in-person at GRF facilities or online; however, all transaction fees would be used as a credit toward the \$3,000 minimum yearly fee for using the ActiveNet software. Thus, if transaction fees met or exceeded \$3,000 per year, all ongoing costs for the system would be borne by ticket purchasers and none would be borne by GRF. At current transaction levels, Staff estimates that in its first year online purchases would generate \$1,600 of transaction fees, in-person purchases at Recreation facilities would generate \$1,000 of transaction fees, and the remaining \$400 in costs would be borne by GRF. The final portion borne by GRF would likely disappear in subsequent years as members gain familiarity with the new system and online orders increase as a proportion of all transactions.

Staff recommends implementation of the new ActiveNet software because it will allow for credit card transactions both online and at GRF facilities, will eliminate the cost of replacing and maintaining the current Safari software, and will increase the service level by increasing the convenience and user friendliness of the reservation system; add further capabilities for

Golden Rain Foundation Board of Directors
 Internet Ticket Purchasing for Recreation Events
 March 8, 2010
 Page 3

scheduling, improve the analysis of facility usage, and should pay for itself within in approximately 3 years of its implementation.

Alternative One: Implement ActiveNet Software for Recreation	Costs
Training	\$6,000
Data Conversion	\$1,600
System Architecture	\$600
Total	\$8,200

Alternative Two: Status Quo

Under this alternative, credit card and Internet transactions for recreation events will not be implemented at this time. The existing maintenance fee for Safari will continue, currently \$2,700 per year, with replacement of the software with a similar version planned in 2013. Staff does not recommend this alternative because it is more costly and will not satisfy the requests for credit card and online ticket transactions.

Prepared By: Bryan Howard, Management Analyst *BH*

Reviewed By: Katy Howe, Maintenance Administrative Services *KH*
 Manager
 Steve LaFortune, Recreation Manager *SL*
 Rich Lee, MIS Manager *RL*
 Kurt Rahn, Landscape & Recreation Director *KRB*
 Betty Parker, Budget & Financial Planning Manager *BP*
 Janet Price, Finance & Administration Director *JP*
 Jerry Storage, General Manager *JS*

Golden Rain Foundation Board of Directors
 Internet Ticket Purchasing for Recreation Events
 March 8, 2010
 Page 4

Attachment A – Online Transaction Fees

Payment Method	Online Transaction Fee	In-Person Transaction Fee
Credit Card	6.5% + \$0.50	3.75%
Cash or Check	N/A	1.5%

RESOLUTION 90-10-25

WHEREAS, the current procedure for residents to purchase tickets to events at GRF facilities is by way of check or cash; and such transactions are scheduled and tracked through software called Safari which does not support on-line ticketing;

NOW THEREFORE BE IT RESOLVED, April 6, 2010, that the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$8,200 to be funded from the Equipment Fund; and

RESOLVED FURTHER, that such funds shall be used to upgrade the Recreation Division's reservation system software to ActiveNet to allow members to pay for events with credit cards, either through the Internet or at GRF recreation facilities; 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.

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RESOLUTION 90-23-XX
GRF Credit Card and Transaction Fee (ActiveNet)

WHEREAS, On April 6, 2010 the Board adopted resolution 90-10-25 approving a Recreation Department Software upgrade for event and GRF Facilities reservation from Safari to ActiveNet containing fee-based services; and

WHEREAS, the Golden Rain Foundation currently absorbs all transaction and credit card fees for in-person purchases and transaction fees associated with ActiveNet; and

WHEREAS, On December 27, 2022, the Finance committee approved the CAC recommendation of GRF credit card and transactions fees within ActiveNet be paid by the member for transactions online and in person; and

NOW THEREFORE BE IT RESOLVED, February 7, 2023, the Board of Directors of this Corporation hereby adopts the proposed recommendation regarding the ActiveNet credit card and transaction fees incurred by GRF to be paid by the user; and

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

January Initial Notification

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

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RESOLUTION 90-23-XX

GRF Committee Appointments

RESOLVED, February 7, 2023, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Strategic Planning Committee

~~Debbie Dotson, Chair (GRF)~~
~~James Hopkins (GRF)~~
~~Gan Mukhopadhyay, Alternate (GRF)~~
~~Nathaniel Ira Lewis (Third)~~
~~Andy Ginocchio (Third)~~
~~Mary Simon (United)~~
~~Reza Bastani (United) — On Short Term Leave~~
~~Lenny Ross (United) — Temporary Fill In~~
~~Advisor: Dick Rader~~

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 Bennet (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)
Thomas Tuning (United)
Mark Laws (Third)
Advisor: Sue Margolis

Landscape Committee

Juanita Skillman, Chair (GRF)
Yvonne Horton, (GRF)
Diane Casey (United)
Lenny Ross (United)
Jules Zalon (Third)
Nathaniel Ira Lewis (Third)
Andy Ginocchio (Third)
Vacant (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)
Cush Bhada, Alternate (Third)
Reza Bastani (United) – On Short Term Leave
Alison Bok (United) – Temporary Fill In
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)
Cush Bhada, (Third)
Ralph Engdahl (Third)
Reza Bastani (United)
Mary Simon (United)
Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)
Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
James Cook (Third)
Cris Prince, (Third)
Moon Yun, Alternate (Third)
Anthony Liberatore (United)
Maggie Blackwell (United)
Margaret Bennet (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)
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)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)

Mobility & Vehicles Committee

Don Tibbetts, Chair (GRF)
Egon Garthoffner (GRF)
Elsie Addington, Alternate (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 (GRF)
Moon Yun (Third)
Cris Prince (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 Mukhopadhyay (GRF)
James Cook (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)
Mark Laws, 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 (GRF)
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 90-23-04 adopted January 3, 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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STAFF REPORT

DATE: February 7, 2023
FOR: Board of Directors
SUBJECT: Reschedule Tuesday, July 4, 2023, Regular Meeting

RECOMMENDATION

The Board adopt the attached Resolution rescheduling the Tuesday, July 4, 2023, regular meeting to Wednesday, July 5, 2023.

BACKGROUND

Section 6.5.3 of the Amended Golden Rain Foundation Bylaws states in part that “Regular meetings of the Board of Directors shall be held on the first Tuesday of each month at 9:30 a.m., unless otherwise scheduled by an adopted Resolution.”

DISCUSSION

The July 2023 regular meeting of the Board of Directors of this Corporation scheduled for Tuesday, July 4, 2023, conflicts with the Independence Day holiday. As such, the proposed resolution would reschedule the July regular meeting to Wednesday, July 5, 2023, at 9:30 a.m. in the Laguna Woods Village Community Center Board Room, 24351 El Toro Road.

FINANCIAL ANALYSIS

None.

Prepared By: Siobhan Foster, CEO/General Manager

Reviewed By: Makayla Schwietert, Corporate Secretary

ATTACHMENT(S)

ATT 1: Resolution 90-23-XXX

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RESOLUTION 90-21-XX

Reschedule Tuesday, July 4, 2023, Regular Meeting

WHEREAS, pursuant to Section 6.5.3 of the Amended Golden Rain Foundation Bylaws, regular meetings of the Board of Directors shall be held on the first Tuesday of each month at 9:30 a.m., unless otherwise scheduled by an adopted Resolution; and

WHEREAS, the July 2023 regular meeting of the Board of Directors of this Corporation scheduled for Tuesday, May 7, 2019, conflicts with the Independence Day holiday; and

NOW THEREFORE BE IT RESOLVED, February 7, 2023 the Board of Directors of this Corporation hereby approves that the July regular meeting of the Board of Directors of this Corporation shall be held on Wednesday, July 5, 2023, at 9:30 a.m. in the Laguna Woods Village Community Center Board Room, 24351 El Toro Road; 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.

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ENDORSEMENT (to Board of Directors)

Donation of Printing Press and Mat Cutter for Clubhouse 4 Art Room

Authorize the Community Activities Committee recommendation to review and recommend Board approval of the donation of a printing press and mat cutter for the Clubhouse 4 art room in accordance with the GRF Donation Policy.

A motion was made to accept the donation of printing press and mat cutter for Clubhouse 4 Art room with GRF to absorb maintenance costs.

Motion passed by a vote of 7-1. Director Laws opposed.

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STAFF REPORT

DATE: February 7, 2023
FOR: Board of Directors
SUBJECT: Donation of Printing Press and Mat Cutter for Clubhouse 4 Art Room

RECOMMENDATION

Review and recommend Board approval for a resolution of the donation of a printing press and mat cutter for the Clubhouse 4 art room in accordance with the GRF 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

The Art Association Club would like to donate a Blick 999 Model II Printing Press with associated bench and blankets and a Logan Framers Edge 650-1 40" Elite mat cutter for use in the Clubhouse 4 art room. (Attachment 2). GRF will assume maintenance costs which are expected to be nominal.

FINANCIAL ANALYSIS

The estimated annual maintenance cost would be \$200 for the printing press and \$150 for the mat cutter.

Prepared By: Alison Giglio, Interim 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: Art Association Donation Request
ATT 3: Resolution 90-23-XX

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Attachment 1



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

Attachment 1

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 staff to finalize the combined total cost of donation(s) and/or sponsorship(s) and complete the Donation Agreement (Attachment 1).

Attachment 1

- C. Committee consideration:** Donation(s) and/or sponsorship(s) will be reviewed by the applicable oversight committee prior to board consideration of donation(s).
- D. Board approval:** Final approval shall be granted by the GRF board of directors for acceptance of all donations and/or sponsorships.
- E. 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;

Attachment 1

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

Attachment 1

- 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.

Attachment 2



Recreation Committee Request Form

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE 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 597-4482 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: Laguna Woods Art Assoc. Date: 5/18/22

Print Individual, Club or Organization Name: _____

Manor: _____ 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.

Laguna Woods Art Assoc. is purchasing the following equipment for the use of our club members or CV Village residents as needed and according to club By-laws:

1. Blick model 999 II printing press with associated bench & blankets. (this will be for the use of club members signed up for print making classes)

1. Logan Framers Edge 650-1 40" Elite Mat Cutter to replace obsolete & broken mat cutter, for the use of club members.

Requestor Signature: _____

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

Signature	Manor #	For	Undecided	Against
<u>N/A</u>	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input 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)

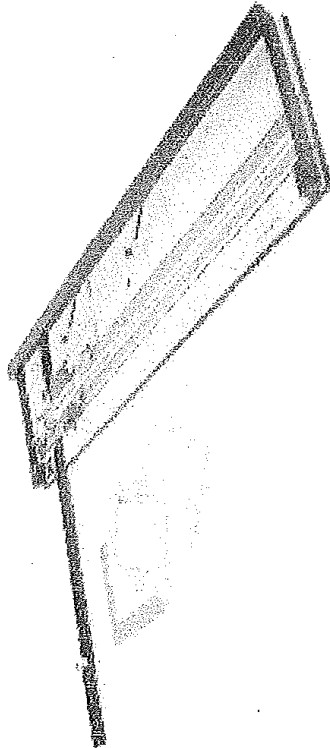
PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Recreation Division
P.O. Box 2220, Laguna Woods, CA 92637

Attachment 2

Logan Framer's Edge 650-1 Elite Mat Cutter - 40"

1000 X 1000 X 1000
SUNBELT INDUSTRIES



1

Original price: List \$1070.95 Current price: \$549.99 (Blick's Best Price). This icon indicates that the price shown is the lowest possible price offered for an item, therefore additional discounts cannot be applied.

4 foot folding tables Home Depot item #80726 black or # 80879 almond

45.98 + 3.33 tax = \$49.31 each x 10 tables (to replace 3 8ft tables and 2 6ft tables).

Total cost 493.10.

40 feet replacing 36 feet of table area. Providing 10 work spaces v. 5 work spaces.

2

Home Depot (email)
WAA-2002-10 (pw)

Kd6xxx6xxx!@

Attachment 2

Details on purchasing the Blick 999 Model II printing press for LWAA

The Blick 999 Model II printing press incorporates many features of the new, larger Blick Master Etch Model II press, but at a very economical price. Built for studio or classroom use, it makes prints up to 17" wide x 35" long. The 4½" diameter finely-machined solid upper roll may be raised to accommodate mounted linoleum up to 7/8" thick. Total clearance without blanket is 1¼". It is gear driven for easy pulling of etchings, dry points, engravings, collagraphs, linoleum block prints, and paper plate lithographs. Calibrated pressure adjusters allow you to see exactly how much pressure is being applied.

The press comes with a ½" thick phenolic bed plate, 19-5/8" wide x 36" long — 1-5/8" wider than the original 999 press. The phenolic bed plate is a lightweight, non-porous, non-compressible material that will not rust. A ¼" thick gray cushion blanket also comes with the press. We recommend the purchase of a catcher blanket and a pusher blanket. Weighs 171 lb (78 kg).

Please note the 2 bold face items above. Since this press is gear driven it will make pulling prints easier, and LWAA will need to purchase the printing stand due to the weight of this press.

Below is a screen shot of all the items that need to be purchased for this press. The total cost is \$2950.62. This will be a good investment for the studio.

Item #	Description	Thickness	Size	List	Price		
45031-1001	999 Model II Etching Bench	11"		\$559.50		+ GST	+ LST
45031-1001	999 Model II Etching Press			\$2350.02		+ GST	+ LST
45011-1150	Catcher Blanket	17/16"	18" x 35"	\$41.70		+ GST	+ LST
45011-1010	Pusher Blanket	1/8"	18" x 35"	\$50.00		+ GST	+ LST
				\$ 2951.22 total			

Attachment 3



RESOLUTION 90-23-XXX

Donation Agreement between GRF and Art Association Donation of Printing Press and Mat Cutter for Clubhouse 4 Art Room

This Agreement, entered into this 7th day of February, 2023, is by and between the Golden Rain Foundation (“GRF”), a California non-profit mutual benefit corporation and Art Association Club (Donor) who donated a printing press and mat cutter for Clubhouse 4 art 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 Donor has offered to donate a printing press and mat cutter for Clubhouse 4 art 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, February 7, 2023, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

- Section 1 The donation, known as a printing press and mat cutter for use in the Clubhouse 4 art 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: a printing press and mat cutter for use in the Clubhouse 4 art room
Space of facility: Clubhouse 4
Location: Clubhouse 4 art room

Attachment 3

Section 3 Amount of Donation

Item cost:

Installation cost:	\$0.00
Maintenance cost: (total for	\$0.00
both)	<u>\$300.00</u>
Total estimated donation	\$300.00

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.

ENDORSEMENT (to Board of Directors)

Donation of Longarm Quilting Machine for Clubhouse 4 Sewing Classroom

Authorize the Community Activities Committee recommendation to review and recommend Board approval of the donation of a longarm quilting machine for the Clubhouse 4 sewing classroom in accordance with the GRF Donation Policy.

A motion was made to accept the donation of longarm quilting machine for Clubhouse 4 sewing classroom with GRF to absorb maintenance costs.

Motion passed by a vote of 7-1. Director Laws opposed.

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STAFF REPORT

DATE: February 7, 2023
FOR: Board of Directors
SUBJECT: Donation of Longarm Quilting Machine for Clubhouse 4 Sewing Classroom

RECOMMENDATION

Review and recommend Board approval for a resolution of the donation of a longarm quilting machine for the Clubhouse 4 sewing classroom in accordance with the GRF 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

The Crazy Quilters Club would like to donate a longarm quilting machine for use in the Clubhouse 4 sewing classroom. (Attachment 2). GRF will assume maintenance costs which are expected to be nominal.

FINANCIAL ANALYSIS

The estimated annual maintenance cost would be \$300.

Prepared By: Alison Giglio, Interim 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: Crazy Quilters Guild Donation Request
ATT 3: Resolution 90-23-XX

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Attachment 1



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

Attachment 1

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 staff to finalize the combined total cost of donation(s) and/or sponsorship(s) and complete the Donation Agreement (Attachment 1).

Attachment 1

- C. Committee consideration:** Donation(s) and/or sponsorship(s) will be reviewed by the applicable oversight committee prior to board consideration of donation(s).
- D. Board approval:** Final approval shall be granted by the GRF board of directors for acceptance of all donations and/or sponsorships.
- E. 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;

Attachment 1

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

Attachment 1

- 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.

Attachment 2



Laguna Woods Village

Recreation Committee Request Form

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE 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 Department'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 597-4482 in order to make that determination. 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: 11/28/22

Print Individual, Club or Organization Name: Crazy Quilters Guild

Manor: _____ 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.
Donation of longarm quilting machine for use by LW quilters and Emeritus quilting class.

Crazy Quilters Guild has made and donated _____ quilts in 2022. We would like to do more.

The most cumbersome part of making a quilt is quilting the layers together.

We have one person (Nancy Allen) who quilts on a domestic machine the quilt room.

We have three longarm quilters who quilt at home who are doing as many quilts as possible.

If we want to make more quilts, we would have to pay to have them quilted

Current rate for CQG quilters is \$.0125/sq.in., or \$20 per lap quilt; \$68 for 60x90 (fire)

Current min rate for independent quilters is \$.025, or \$36 for lap; \$135 for 60x90.

A more practical use of our hard-earned funds would be to purchase a longarm machine.

for use in the quilt room, train guild members to use it, and quilt more quilts in-house.

The Emeritus quilting instructor as expressed a strong interest in using this machine too.

We are making quilts for each of the firemen in Laguna Woods Station 22, each is 60x90.

It would cost \$5,265 to have these quilts quilted by a service. This purchase saves money

Requestor Signature: _____

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

Signature	Manor #	For	Undecided	Against
_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input checked="" 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 Department
P.O. Box 2220, Laguna Woods, CA 92637

Attachment 3



RESOLUTION 90-23-XXX

Donation Agreement between GRF and Crazy Quilters Club Donation of Longarm Quilting Machine for Clubhouse 4 Sewing Classroom

This Agreement, entered into this 7th day of February, 2023, is by and between the Golden Rain Foundation (“GRF”), a California non-profit mutual benefit corporation and Crazy Quilters Club who donated a Longarm Quilting Machine for Clubhouse 4 sewing classroom.

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 Longarm Quilting Machine for Clubhouse 4 sewing classroom; 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, February 7, 2023, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1 The donation, known as a Longarm Quilting Machine for Clubhouse 4 sewing classroom, 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 Longarm Quilting Machine for Clubhouse 4 sewing classroom
Space of facility: Clubhouse 4
Location: Clubhouse 4 sewing room

Attachment 3

Section 3 Amount of Donation

Item cost:

Installation cost: \$0.00

Maintenance cost: \$0.00

Total estimated donation:.. \$300.00

\$300.00

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.

ENDORSEMENT (to Board of Directors)

Art Association Request for Whale Project Mounting

Authorize the Community Activities Committee recommendation to review and recommend Board approval of the donation of the Art Association club of “Stella,” the Baby Gray Whale art project to be mounted in the lounge of Clubhouse 4 in accordance with the GRF Donation Policy.

A motion was made to accept the Art Association request for the whale project mounting in the Clubhouse 4 lounge.

Motion passed by a vote of 7-1. Director Laws opposed.

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STAFF REPORT

DATE: February 7, 2023
FOR: Board of Directors
SUBJECT: Art Association Request for Whale Project Mounting

RECOMMENDATION

Review and recommend Board approval for a resolution of the Art Association club request for the mounting of “Stella,” the Baby Gray Whale art project in the lounge of Clubhouse 4 in accordance with the GRF Donation Policy (Attachment 1).

BACKGROUND

The Laguna Woods Village Art Association members painted a template of “Stella,” the Baby Gray Whale for a project commissioned by the El Toro Water District in collaboration with the Wyland Foundation. The Wyland Foundation displayed this artwork in the Community Center lobby during the summer and fall, 2022. The project has been returned to the Clubhouse 4 art studio.

DISCUSSION

The Art Association Club would like mount this project in the Clubhouse 4 art room, however staff recommends mounting this project in the Clubhouse 4 lounge for all residents to enjoy.

FINANCIAL ANALYSIS

The estimated cost to mount the art project would be \$30.

Prepared By: Alison Giglio, Interim Recreation and Special Events Director

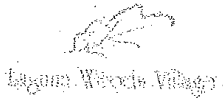
Reviewed By: Steve Hormuth, Financial Services Director
Catherine Laster, Services Manager

ATTACHMENT(S)

ATT 1: Art Association Recreation Committee Request Form
ATT 2: Resolution 90-23-XX

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Attachment 1



Recreation Committee Request Form

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE 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 597-4482 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: 12/5/22

Print Individual, Club or Organization Name: Laguna Woods Art Assn.

Manor: _____ 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.

In the spring a team of Art Association members painted a template of "Stella" the Baby Gray Whale as a project initiated by the El Toro Water district in collaboration with the Wyland Foundation.

The project was not only created by us but by other art groups in South Orange County for the purpose of raising awareness to the public about clean water & our connection to the ocean.

After our team painted an image, picked a title, Stella went to the Wyland foundation →

Requestor Signature: _____

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

Signature	Manor #	For	Undecided	Against
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 92637

Attachment 1

Explanation (Continued):

for mounting & display.
 El Toro Water district then discussed leaving Stella in the Community Center w/ Ellyce Rothrock. Stella remained through the summer & fall near the elevators. Stella was then transported back to the art studio in clubhouse 4, where we would like to display it on the west wall above the library shelves.
 It is mounted on a hollow-core door (as it's frame) & needs to be attached to a stud on the upper wall. The stella is representative of collaboration w/ many different groups. It would be better on the wall than in a land-fill.

Recreation Committee Request Form Guidelines

- Change/Exception to Policy: The GRF Board of Directors has established policies and practices governing the use of the Community's recreational facilities. Recreation Division staff do not have the authority to grant exceptions or make changes to these policies. However, special circumstances, as determined by GRF, may warrant a change or exception to these policies.
- Donation: From time to time, individuals and clubs/organizations have offered monetary, materials, and equipment donations to enhance various facilities and activities. The proposed donations are reviewed by CAC to determine the associated short- or long-term impact of the donation. Upon approval by GRF, the donation will be accepted with thanks.
- Staff Time Request: Requests for staff time will be reviewed by the affected facility Supervisor and the Recreation Manager. If the request falls outside the scope of the GRF approved service level, it will be addressed by CAC with their recommendation forwarded to the GRF Board for final approval.
- Equipment/Facility Request: Equipment within Laguna Woods Village facilities and the facilities themselves are updated and maintained in some cases as needed and in other cases on a schedule with the Maintenance Division. The need for a piece of equipment or facility to be fixed, replaced or added must be addressed by CAC and approved by GRF.

OFFICE USE ONLY

WORK CENTER	#	HANDLED BY STAFF	COMMENTS/COMPLETED DATE
		YES NO	

If No: Check Below

REFERRED TO	CAC M&C SECURITY GRF FINANCE GRF OTHER	DATE	COMMENTS/COMPLETED DATE

Attachment 2



RESOLUTION 90-23-XXX

Donation Agreement between GRF and Art Association Club for Whale Project Mounting

This Agreement, entered into this 7th day of February, 2023, is by and between the Golden Rain Foundation (“GRF”), a California non-profit mutual benefit corporation and Art Association Club for whale project mounting.

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 whale project for mounting in the Clubhouse 4 lounge; 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, February 7, 2023, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1 The donation, known as a whale project for mounting in the Clubhouse 4 lounge, 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 whale project for mounting in the Clubhouse 4 lounge
Space of facility: Clubhouse 4
Location: Clubhouse 4 lounge

Attachment 2

Section 3 Amount of Donation

Item cost:	\$0.00
Installation cost:	\$30.00
Maintenance cost:	<u>\$0.00</u>
Total estimated donation	\$30.00

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 February 7, 2022 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 December 31, 2022, GRF had net revenue of \$3,303K, with total revenue of \$47,765K and total expense of \$44,462K. GRF was better than budget by \$838K with total expenses coming in \$2,046 better than anticipated. The favorable results seen in expenses were partially offset by lower revenues of (\$1,208K). These revenues were significantly impacted by the unrealized investment losses this year.

Slide 2 – The next chart displays the Operating Fund, which excludes the non-operating revenues I mentioned before and depreciation. This report shows a favorable variance of \$1,604K through the reporting period, with expense better than budget by \$2,013K offset by revenue worse than budget by (\$409K).

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 \$18,209K as of December 31, 2022 compared to the value at inception of \$19,031K. Year to date, the market value has decreased by

(\$1,321K), or (6.8%) and (\$822K), or (4.3%) since inception in 2019. In December, the value decreased by (\$1K).

Slide 4 – Of the \$18,210K portfolio value mentioned in slide 3, \$15,627K is our reserves portfolio value. In addition to Discretionary Investments, the Reserves Fund assets also include cash of \$3,135K and Non-Discretionary Investments of \$12,636K. Payables and other total (\$93K), resulting in a Net Reserves Balance of \$31,305K. Again, our investment advisor recommends no change to our strategic investment.

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 \$2,051K, variance was primarily due to vacancies in General Services for paving and janitorial positions, vacancies in Maintenance and Construction, Security Services, Landscape Services, and Media and Communications. Recruitment is in progress for all open positions.
- Legal Fees of \$237K, due to the budget being based on the average annual legal expenses incurred in recent years and less legal expenses were incurred than prior years.

- Golf Green Fees of \$175K, due to higher use of 27-Hole golf facilities. Golf gained popularity through the pandemic when indoor activities were limited and demand has remained.
- Outside services of \$154K due to a late start (May) in evening janitorial services for GRF facilities as some clubhouses were closed or open during limited hours due to staffing shortages. Less vehicle painting and repairs occurred than budgeted due to a downward trend as a result of the vehicle maintenance team doing more tasks in house. In addition, while Lyft usage increased from prior years in 2022, it was lower than anticipated. Partially offsetting the favorable variance, credit card transaction fees are higher than budgeted, particularly in the recreation department as customers have moved more toward credit card payments after Covid-19 pandemic for services at the Golf Course and monthly cable payments.

Unfavorable. Some offsetting unfavorable variance included:

- Broadband Services of (\$542K) due to lower high-speed internet revenue sharing than budgeted. The budget anticipated contract re-negotiation in which GRF would be awarded a higher revenue sharing percentage, which did not occur in 2022 but will begin in March 2023. The variance was furthered by less premium channel subscribers than prior years as streaming gains popularity.
- Utilities & Telephone unfavorable variance of (\$397K), due to higher electricity delivery and rates for all tiers, rising natural gas costs amongst all departments, and higher water expense due to 46% less rainfall than recent years, which budget was based on. Telephone expenses were lower than budget due to a re-

negotiated contract and trash expenses were lower due to a change in trash provider.

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 \$9,762K 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. set top boxes, internet, ad insertion, and premium channels), followed by Golf Revenue, Merchandise Sales, and Clubhouse Rentals & Event Fees. Other revenue, which includes Class Fees, Equestrian center fees, Additional occupancy fees, and RV storage fees, and Sponsorship income, among others, amount to 12%. 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 \$39.3M, excluding depreciation, these two categories account for 70% of the total operating expense. Utilities & Fuel, Insurance, Professional and Legal, and Outside Services, etc. make up the remaining 30%. If you consider that cable and programming are offset by broadband revenue, compensation accounts for 66% of the net expense, while insurance, utilities, and outside services account for 34% 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: \$35.1M; 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 \$3.8M for reserve and \$102K for restricted, reflecting the amounts paid for projects not yet completed.
- The 3rd column represents the resulting “adjusted” fund balances of \$31.3M for reserve and \$3.9M for restricted.

Slide 9 – We have a slide here to show resale History from 2020-2022. Community-wide sales total 890 through December 31, 2022. Most of these transactions generate the Trust Facilities Fee (transfer fee), used as a source of revenue for our reserves. Note: the new transfer fee of \$7,500 went into effect March 31, 2022.

Slide 10 –The listing on this slide gives you an idea where the reserve money is committed. Of the \$15.5M appropriated by the Board for various projects and equipment purchases, the remaining encumbrances against our reserve funds is \$9.1M, primarily for renovation projects. Restricted funds had total appropriations of \$148K and remaining encumbrances of \$39K, 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 \$25 million in reserve funds and \$1.6 million in contingency funds.

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GRF Financial Report

As of December 31, 2022



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$33,242	\$33,243	(\$1)
Non-Assessment Revenue	\$14,524	\$15,731	(\$1,207)
Total Revenue	\$47,765	\$48,973	(\$1,208)
Total Expense	\$44,462	\$46,508	\$2,046
Net Revenue/(Expense)	\$3,303	\$2,465	\$838

GRF Financial Report

As of December 31, 2022



OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$29,879	\$29,880	(\$1)
Non-Assessment Revenue	\$9,761	\$10,169	(\$408)
Total Revenue	\$39,640	\$40,049	(\$409)
Total Expense ¹	\$39,258	\$41,271	\$2,013
Operating Surplus/ (Deficit)	\$382	(\$1,222)	\$1,604

1) excludes depreciation

GRF Financial Report

As of December 31, 2022



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%)
Summary*		(\$822)		(4.3%)

GRF Financial Report

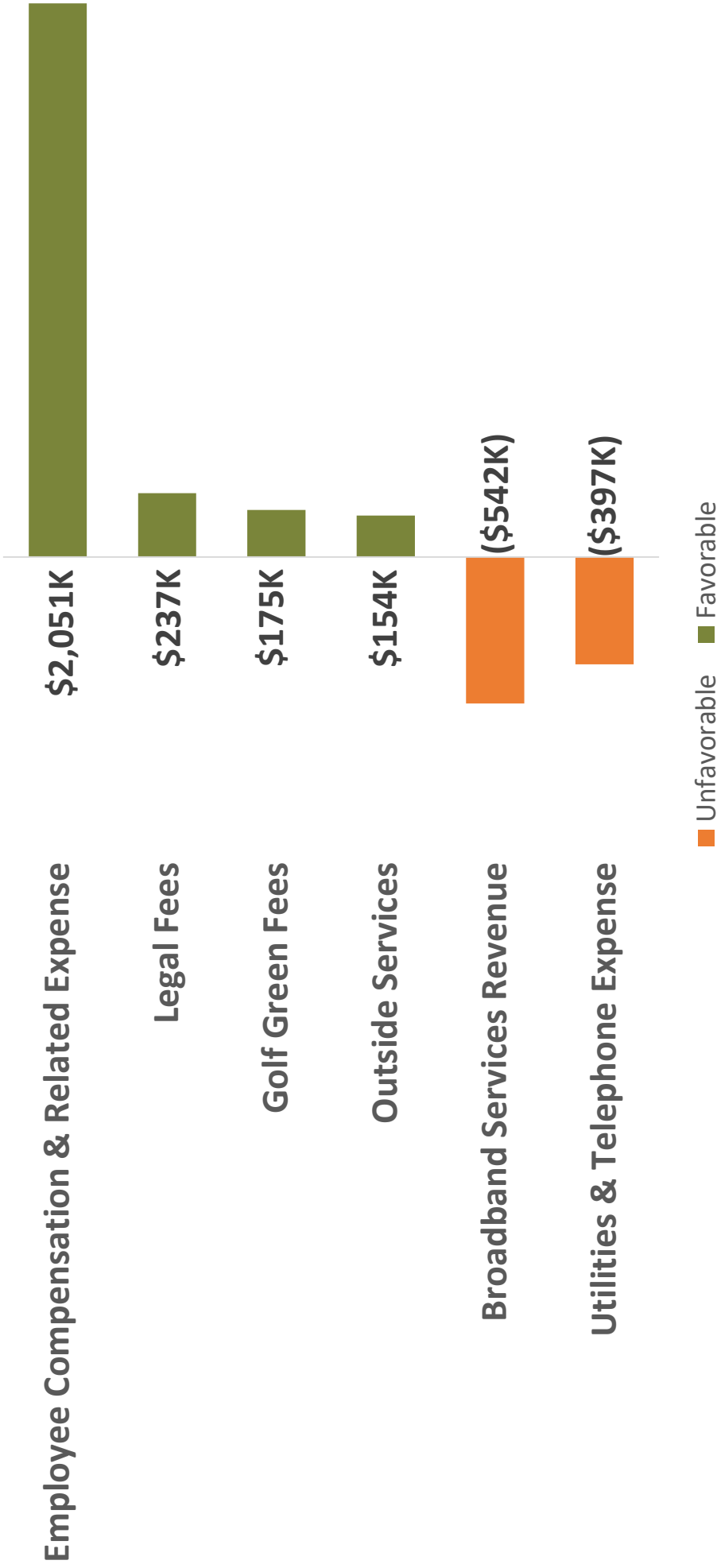
As of December 31, 2022



GRF RESERVE COMPOSITION (in Thousands)	Value
Portfolio	\$15,627
Cash	\$3,135
Non-Discretionary Investments	\$12,636
Total	\$31,398
Payables and other	(\$93)
Net Reserves Balance	\$31,305

GRF Financial Report

As of December 31, 2022
Operating Only

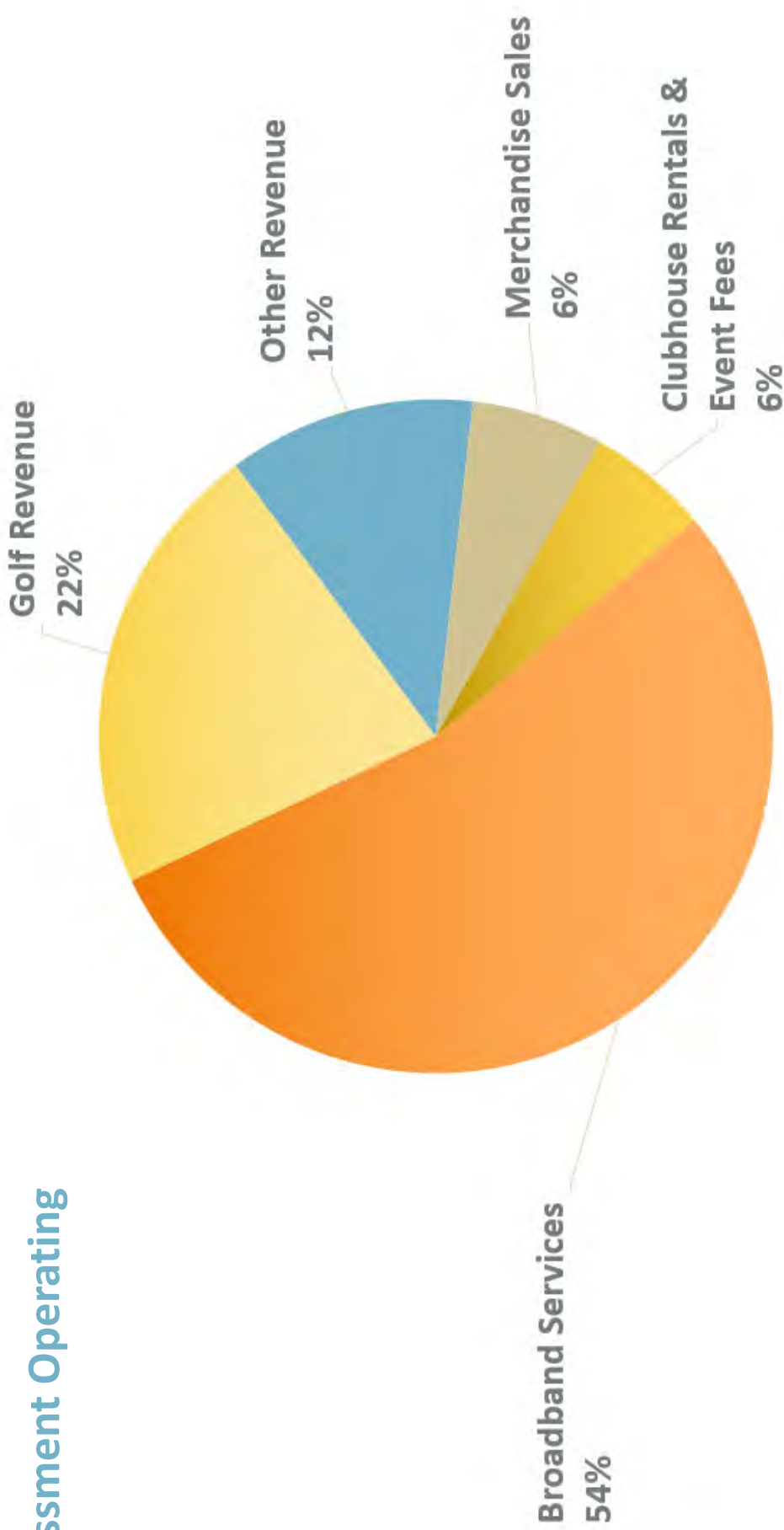


GRF Financial Report

As of December 31, 2022



Non-assessment Operating



GRF Financial Report

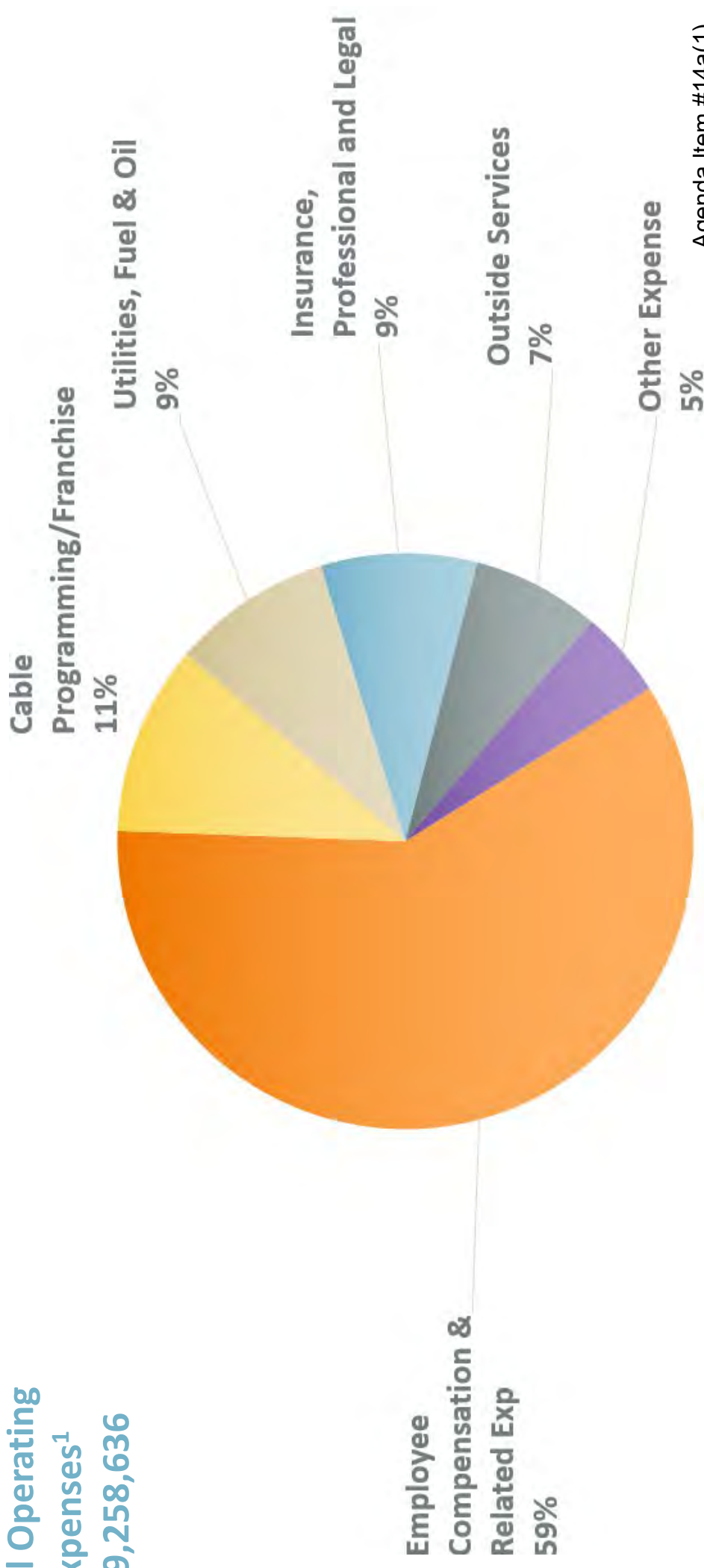
As of December 31, 2022



Total Operating

Expenses¹

\$39,258,636



GRF Financial Report

As of December 31, 2022

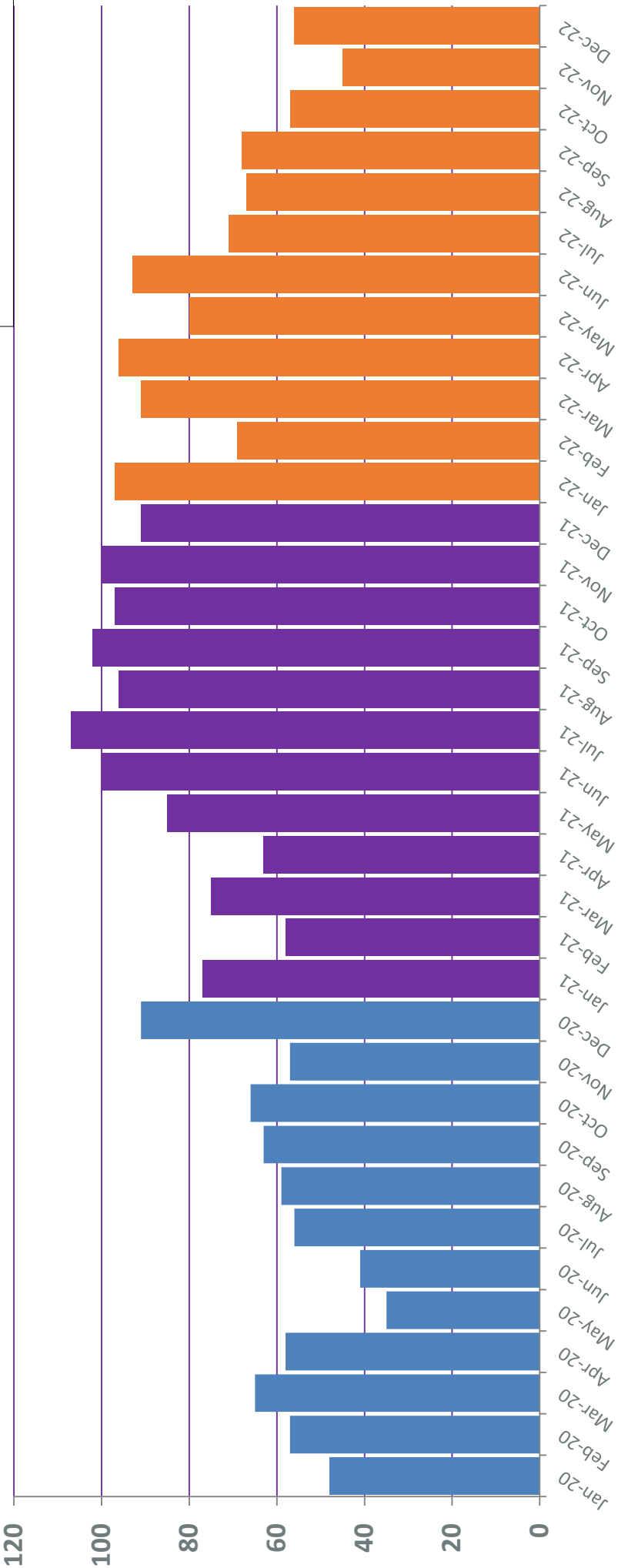


RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$6,457	\$2,006	\$4,451
Facilities Fund	18,675	1,804	16,871
Trust Facilities Fee Fund	9,983	0	9,983
TOTAL	\$35,115	\$3,810	\$31,305
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$3,963	\$102	\$3,861

GRF Financial Report

As of December 31, 2022

NO. OF RESALES			AVG. RESALE PRICE	
YTD 2020	696		\$329,309	
YTD 2021	1,053		\$357,256	
YTD 2022	890		\$416,055	



GRF Financial Report

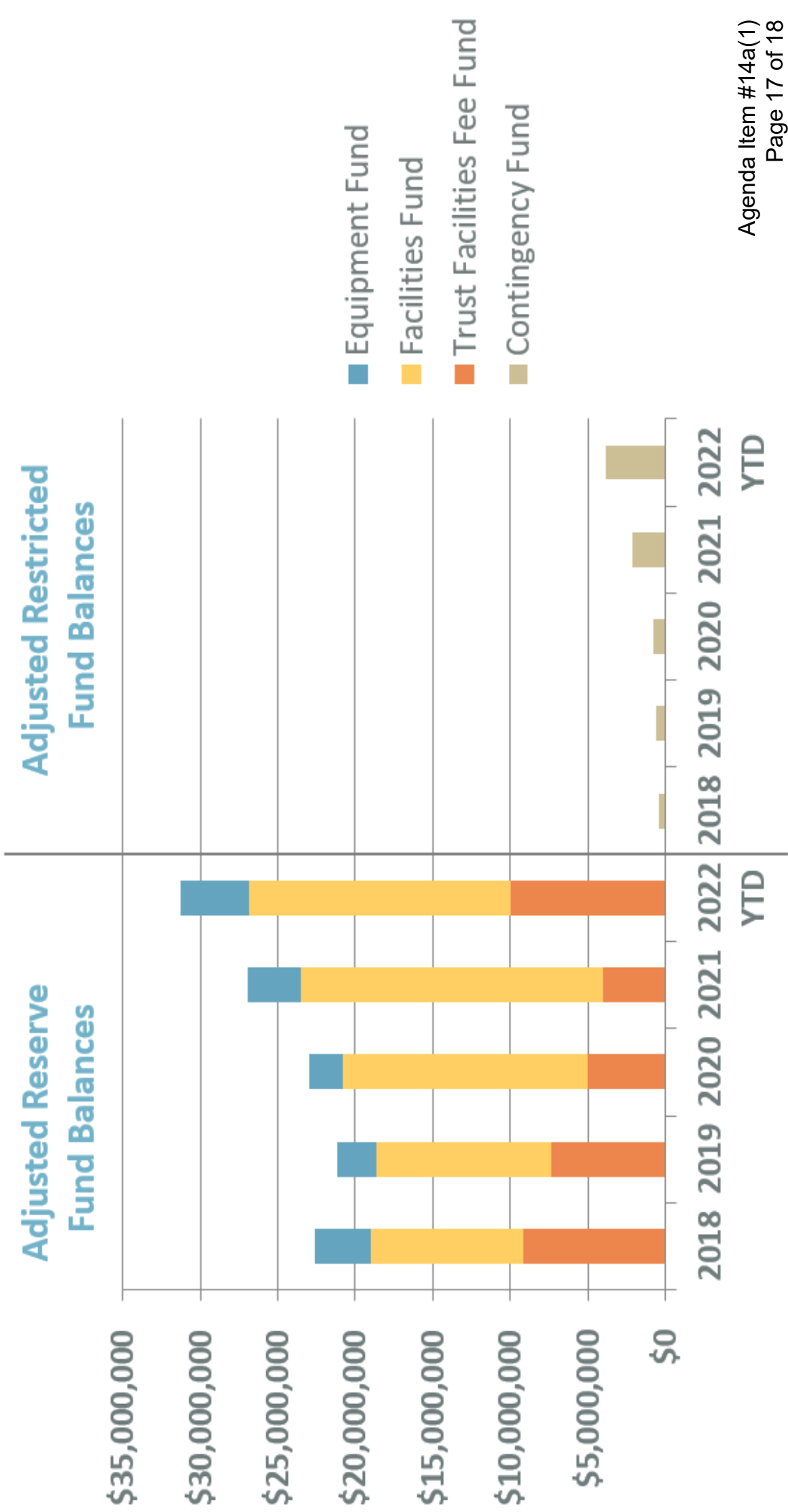
As of December 31, 2022



FUND ENCUMBRANCES (in thousands)					
	RESERVE FUNDS (EQF + FCF)		RESTRICTED FUND (CNF)		
	Total Appropriations	Remaining Encumbrance	Total Appropriations	Remaining Encumbrance	
Aquatics & Fitness	\$45	\$0	\$0	\$0	
Broadband Services	653	144	50	0	
Clubhouses	2,463	1,443	0	0	
Computers	4,760	3,772	0	0	
Community Center	279	0	0	0	
Energy Projects	250	0	0	0	
Golf Facilities	809	716	0	0	
Landscaping	697	260	0	0	
Other Equipment	280	184	0	0	
Other GRF Facilities	1,574	692	98	39	
Paving	904	0	0	0	
Security	468	120	0	0	
Vehicles	2,279	1,729	0	0	
TOTAL	\$15,461	\$9,060	\$148	\$39	

GRF Financial Report

As of December 31, 2022



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FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, December 21, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: James Hopkins – Chair, Elsie Addington, Jim Cook (substitute for Mark Laws), Donna Rane-Szostak, Azar Asgari, Thomas Tuning, Margaret Bennett

DIRECTORS ABSENT: None.

ADVISORS PRESENT: Rosemarie DiLorenzo

STAFF PRESENT: Steve Hormuth, Jose Campos, Erika Hernandez

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

United – Lenny Ross

Mutual Fifty – Sue Stephens

Call to Order

Director James Hopkins chaired the meeting and was called to order at 1:36 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 October 19, 2022

A motion was made and carried unanimously to approve the agenda with the following correction:

- Move Sue Stephens name to Directors Present (Alternate for Al Amado) and mark Donna Rane-Szostak as “Excused”.

Chair Remarks

Director Hopkins shared that Dan Quirk will be presenting educational investment materials.

Member Comments (Items Not on the Agenda)

None.

Bond Fund Portfolio Education – SageView

Director Hopkins summarized the investment strategies that took place beginning June 2019 and provided an overview of the current portfolio performance.

Dan Quirk, SageView Investment Advisor, provided an educational presentation on Bond Funds and Individually held bonds. Multiple directors and members commented on the current market events and portfolio performance. Questions and comments were noted by staff. No further action.

Department Head Update

Steve Hormuth, Director of Financial Services, shared an update on the progress made towards the new ERP system, MS Dynamic 365, that is set to replace Microsoft AX mid-2023.

Review Preliminary Financial Statements dated November 30, 2022

The committee reviewed the financial statements dated November 30, 2022. Questions were addressed and noted by staff.

Endorsement from Standing Committees

Communities Activity Committee – GRF Credit Card and Transaction Fee (ActiveNet). Alison Giglio, Interim Recreation and Special Events Director, presented a staff report recommending that the GRF credit card and transactions fees within ActiveNet be allocated to the user for online and in-person transactions.

A motion was made and moved by Director Elsie Addington to accept and endorse this recommendation and be presented at the next board meeting. Director Donna Rane-Szostak seconded. Discussion ensued.

By consensus, the motion passed by a 4-2 vote. Director Thomas Tuning abstained.

Future Agenda Items

None.

Committee Member Comments


None.

Date of Next Meeting

Wednesday, February 15, 2023 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:55 p.m.


James Hopkins (Dec 28, 2022 14:25 PST)
James Hopkins, Chair



OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
STRATEGIC PLANNING COMMITTEE**

**Monday, October 3, 2022 – 1:30 p.m.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center 24351 El Toro Road**

Director Present: Debbie Dotson, Mark Laws, Nathaniel Ira Lewis, Diane Casey, Ryna Rothberg, Joan Milliman, James Hopkins

Directors Absent: Gan Mukhopadhyay, Anthony Liberatore, Cash Achrekar

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

Others Present: Richard Rader (Advisor)

1. Call to Order—Director Dotson, Chair

Chair Dotson called the meeting to order at 1:30 p.m. and established that a quorum was present.

2. Approval of the Agenda

Chair Dotson requested the addition of Item 6c. Broadband Status Update, Item 6d. Website Status Update, and Item 6e. Space Planning (Oral Discussion).

Hearing no changes or objections, Chair Dotson declared the agenda as approved unanimously.

3. Approval of the Minutes

a. GRF Strategic Planning Committee Meeting – May 02, 2022

Hearing no changes or objections, Chair Dotson declared the minutes of May 02, 2022 as approved unanimously.

4. Chair's Remarks

Chair Dotson commented on the following:

- Goal for today is to discuss comments and ideas from committee members, and hopefully end the meeting with some new goals for the future.

5. Old Business

a. Committee Member Responses to Internal Survey

Chair Dotson provided a presentation on the Internal Survey with responses from committee members.

Discussion ensued among the committee.

b. Discussion of Ideas

The committee further discussed ideas that can be brought back at future meetings.

6. New Business

a. Status of Corporate Vote on Building E Replacement

Chair Dotson provided an update regarding Building E Replacement vote results from the Corporate Members.

Discussion ensued among the committee.

b. Set 3 Goals for 2023

Chair Dotson and the Committee discussed the following goals for 2023:

- Obtain trend reports.
- Recreational space utilization consultant.

THIS ITEM WAS ADDED DURING APPROVAL OF AGENDA

c. Broadband Status Update

Chair Dotson commented on a study that took place to advise on strategic planning for broadband services.

Discussion ensued among the committee.

THIS ITEM WAS ADDED DURING APPROVAL OF AGENDA

d. Website Status Update

Chair Dotson provided a brief update regarding the status of the Website renewals.

THIS ITEM WAS ADDED DURING APPROVAL OF AGENDA

e. Space Planning (Oral Discussion)

Chair Dotson commented that over the years, the need for space planning has been discussed.

Chair Dotson has requested a short-term ad-hoc committee be formed to move forward on the Building-E space planning project.

7. Next Meeting – TBD

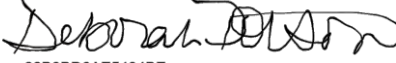
8. Committee Member Comments

- Director Hopkins commented on the importance of obtaining a trends report, as the facts are the most important things to gather
- Chair Dotson commented Board Elections are in some way a form of Strategic

Planning. Sometimes change in Boards are needed, and sometimes they are not. The importance that a Member has proper experience, and want to be on a Board to make a difference.

9. Adjournment

There being no further business the meeting was adjourned at 3:25 p.m.

DocuSigned by:


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Debbie Dotson, Chair
GRF Strategic Planning Committee

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OPEN MEETING

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

Thursday, January 12, 2023 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Maggie Blackwell, Cush Bhada, Mark Laws, Sue Stephens, Jules Zalon, Ajit Gidwani, Dennis Boudreau

MEMBERS ABSENT: Pearl Lee, Diane Casey, Frank Stern, excused

OTHERS PRESENT: Bunny Carpenter, Juanita Skillman, Joan Milliman, Debbie Dotson

STAFF PRESENT: Alison Giglio, Jennifer Murphy, Jackie Chioni

Call to Order

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

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Laws made a motion to approve the agenda. Director Addington seconded.

Motion passed unanimously.

Approval of Committee Report for December 8, 2022

Director Laws made a motion to approve the report. Director Stephens seconded.

Motion passed unanimously.

Chair's Remarks

Chair Horton stated she is pleased to see all in attendance.

Report of the Recreation and Special Events Director

Ms. Giglio welcomed all in attendance. Ms. Giglio stated the following operational updates: Recreation and Maintenance & Construction will be conducting walk-throughs of all the

Recreation facilities; the Performing Arts Center supervisor has resigned and Human Resources will open internal recruitment while staff strives to maintain current service levels; ushers are needed for Performing Arts Center events; the Clubhouse 1 fireplace has been repaired and the drop-in lounge replacement door is on order; the Clubhouse 4 kiln room ceiling collapsed and is under review for repair; the Clubhouse 4 Photo Lab has recently been calibrated to the national standard for inkjet printers thanks to a Camera Club member; the Clubhouse 5 Christmas buffet and Rockin' New Year's Eve events were well received with approximately 300 in attendance at both events; Maintenance & Construction removed tree roots and the lines have been epoxy lined to prevent further backups at Pool 5; new plants have been replanted along the Clubhouse 5 walkway; Pool 2 maintenance is almost complete and Pool 4 will be closing on Tuesday, January 24 for annual maintenance; all pool maintenance is scheduled to be completed by May 27; the Fitness Centers are utilizing barcode memberships for entry and digital waivers are being signed; the second session of the Silver Tees golf education program was a great success with another session to be planned once the rain ends; Golf merchandise sales was increased in 2022; the Driving Range project is scheduled to begin soon which will necessitate the closure of the Range, but nets will be installed to allow for restricted activity; thank you to the new Golf shop coordinators for their valuable additions to the supervision of the Golf operation; the copious amount of rain has aided in the flushing of salts from the greens; staff is developing a plan to improve the sand traps around the course that will require closure of a few bunkers per month until the project is complete; Library checkouts doubled last month as a result of the special display and Globe articles highlighting Village Authors; the 2022 Library summary includes 69 Volunteers who worked 9,352 hours to support 31,453 visitors of which 482 of those visitors were added to the catalogue as members, 40,200 items were checked out and shelved and 901 items were added to the catalogue in which 507 were purchased and 494 were donated. Kudos to the Library volunteers who worked diligently to provide this service to our residents.

Ms. Giglio stated the following past events: the Santa Paws event at the Equestrian Center in December hosted over 100 attendees and raised \$845 by Help the Herd which is a campaign of the Village Community Fund.

Ms. Murphy stated the following upcoming events: the free monthly movie at the Performing Arts Center, *Jerry and Margo Go Large*, will be hosted on January 16 at 2 p.m.; the brisket dinner will be hosted at Clubhouse 5 on January 23 at 5 p.m.; Clubhouse 1 will host Paint and Pour on January 16 from 6 to 8 p.m.; the Village Bazaar will be hosted at Clubhouse 5 on January 28, 10 a.m. to 2 p.m.; Clubhouse 5 will host the Big Game on Sunday, February 12 at 2:30 p.m.; the annual Valentine's Day dinner will be hosted at Clubhouse 5 on February 14 at 5:30 p.m.; Clubhouse 5 will host the Saturday Night Dance on February 25 at 6:30 p.m.

Member Comments (Items Not on the Agenda)

A member was called to speak regarding the change in hours of one pool to be open later as only Pool 4 is open until 9 p.m. and the cleanliness of the hot pool at Pool 4.

Chair Horton stated we are on winter hours and may be open later when summer hours are reinstated. She directed staff to address the cleanliness of the hot pool at Pool 4.

Ms. Murphy stated summer hours allow for one pool to be open until 9 p.m. and another pool to be open until 10 p.m.

CONSENT

Director Blackwell made a motion to approve the consent calendar. Director Stephens seconded.

Motion passed unanimously.

REPORTS

Golf Greens Committee Update - Director Blackwell stated thank you for restoring the committee as it is crucial to golfers. Director Blackwell stated the following update: golfers are being given relief from tree roots to protect golfers from injury; a new drop zone on hole 2, course 2 was implemented to improve the pace of play; a new dress code is being discussed for 2023; new computer program has been installed for entering golf scores; golf carts are restricted to golf paths during wet conditions which aids in the better health of the fairways.

Discussion ensued.

Clubhouse 1 Renovation Ad Hoc Committee Update - Director Addington stated the purpose of this report is to convey updates for the Clubhouse 1 Renovation Ad Hoc Committee. Committee meetings will be held soon after visiting the approved consultant overseeing this beautification. This total project will be presented to all boards for approval, then to corporate members for approval.

ITEMS FOR DISCUSSION AND CONSIDERATION

Donation of Printing Press and Mat Cutter for Clubhouse 4 Art Room - Director Bhada made a motion to accept the donation of printing press and mat cutter for Clubhouse 4 Art room with GRF to absorb maintenance costs. Director Blackwell seconded.

Discussion ensued.

Motion passed by a vote of 7-1. Director Laws opposed.

Donation of Longarm Quilting Machine for Clubhouse 4 Sewing Classroom - Director Blackwell made a motion to accept the donation of longarm quilting machine for Clubhouse 4 Sewing classroom with GRF to absorb maintenance costs. Director Zalon seconded.

Member was called to speak regarding the number of quilts produced for donation and the long arm quilting machine would allow for more quilts to be produced for donations.

Discussion ensued.

Motion passed by a vote of 7-1. Director Laws opposed.

Donation of Baby Grand Piano for Clubhouse 7 - Chair Horton stated the concern as to which party is to incur moving and maintenance costs.

Members were called to speak regarding the testing of the Clubhouse 7 electric piano as there have been complaints from users; status of current Clubhouse 7 electric piano if Baby Grand is accepted.

Director Addington made a motion to postpone the vote of the donation of Baby Grand Piano for Clubhouse 7 until the inspection by a qualified vendor is complete. Director Stephens seconded.

Motion passed by a vote of 5-3. Director Laws, Director Stephens and Director Bhada opposed.

Staff was directed to use a certified piano tuner for the inspection.

Art Association Request for Whale Project Mounting - Director Addington made a motion to accept the Art Association request for the whale project mounting in the Clubhouse 4 lounge. Director Blackwell seconded.

Member was called to speak regarding the request being to mount the project in the Art room, not the Clubhouse 4 lounge. Staff recommended this project as better suited for the Clubhouse 4 lounge for all to view.

Discussion ensued.

Motion passed by a vote of 7-1. Director Laws opposed.

ITEMS FOR FUTURE AGENDAS

Poster Policy Review - Staff was directed to keep this item under Items for Future Agendas.

Facility Operating Rules - Staff was directed to keep this item under Items for Future Agendas.

Performing Arts Center Rental Fees - Staff was directed to keep this item under Items for Future Agendas.

Activity Fees - Staff was directed to keep this item under Items for Future Agendas.

Equestrian Fees - Staff was directed to keep this item under Items for Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

Director Zalon stated it is nice to be back with the Community Activities Committee.

Director Addington stated this was a nice meeting.

Director Stephens stated Director Stern will be in attendance next month.

Advisor Gidwani thanked the committee for volunteering.

Chair Horton stated Happy New Year and thanked all for attending the 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, February 9, 2023.

Adjournment

There being no further business, the Chair adjourned the meeting at 3:16 p.m.

____Yvonne Horton____

Yvonne Horton, Chair

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OPEN MEETING

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

**WEDNESDAY, December 14, 2022 – 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, Lenny Ross, Ira Lewis, Diane Casey, Jules Zalon

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: Egon Garthoffner, Maggie Blackwell, Elsie Addington, Bunny Carpenter, Kay Havens (El Toro Water District Board of Directors)

ADVISORS PRESENT: Catherine Brians

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call Meeting to Order

Chair Skillman called the meeting to order at 1:31 p.m.

2. Acknowledgment of Media

No press was present.

3. Approval of the Agenda

Director Casey made a motion to approve the agenda. Director Horton seconded. The committee was in unanimous support.

4. Approval of the Meeting Report for September 14, 2022

The report was approved without objections.

5. Committee Chair Remarks

Chair Skillman wished the audience happy holidays, and also stated that some wonderful reports are on the meeting agenda.

6. Department Head Update**6a. Update on Master Control Irrigation System**

Mr. Wiemann stated that the implementation of the new system should be complete by mid-summer 2023.

6b. Update on Aliso Creek

Mr. Wiemann discussed the presentation provided in detail. Mr. Wiemann also reviewed several slides depicting the completion of Gate One's replanting project.

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:

- Grasses and carbon emissions
- Willow trees in Aliso Creek
- Wet leaves and removal methods

8. Response to Members Comments

Mr. Wiemann responded to member comments.

9. Transforming Landscapes: Sustainable Landscapes – presented by Kay Havens

Ms. Havens shared the presentation in detail with the committee.

Members made comments and asked questions.

Concluding Business:**10. Committee Member Comments**

Mr. Wiemann invited members to attend future Third and United meetings that will be featuring special presentations highlighting the Urban Forest project.


Chair Skillman requested that members contact her if they are interested in touring local sustainable gardens.

Director Blackwell suggested that the presentation Kay Havens shared with the committee should be made available through What's Up in the Village.



11. Date of Next Meeting – Wednesday, February 8, 2023 at 1:30 p.m.

12. Adjourned at 3:00 p.m.


Juanita Skillman (Dec 27, 2022 10:42 PST)

Juanita Skillman, Chair

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OPEN MEETING

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

**Wednesday, December 14, 2022 – 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 (for R. Bastani/United), Mary Simon, Sue Stephens
Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

MEMBERS ABSENT: Reza Bastani

OTHERS PRESENT: **GRF:** Bunny Carpenter, Yvonne Horton, Egon Garthoffner
Mutual 50: Pete Sanborn

STAFF PRESENT: Guy West – Staff Officer & Projects Division Manager, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Karimi called the meeting to order at 9:30 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 Report for October 12, 2022

Hearing no objection, the October 12, 2022 meeting report was approved unanimously.

5. Chair's Remarks

None.

6. Member Comments

None.

7. Department Head Update

Mr. West had no update.

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 EV charging station at the community center. Staff was directed to provide additional data on the monthly summary; the conditions of the grant; review of the rates; and the capacity of the charging station at the next meeting of the committee.

8. Project Log

9. ChargePoint Summary

The consent calendar was approved unanimously.

Items for Discussion and Consideration:

10. 2023 Capital Projects – PowerPoint Presentation

Mr. West provided a recap of projects completed in 2022, projects that have rolled over from prior years, and projects scheduled for 2023 via PowerPoint and answered questions from the committee. Director Simon suggested notice be posted when the driving range improvements are underway that reclaimed water is being used.

- Director Horton commented that the new Director of the Recreation and Special Events should be kept up to date on the proposed improvements at Clubhouse 1.
- Advisor Walsh commented on proposed Senate Bill 1738 which is related to EV charging stations when alterations are made to existing parking facilities.

- President Carpenter commented that a preventative maintenance program for clubhouses is needed. Advisor Randazzo concurred with President Carpenter.

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

Concluding Business:

16. Committee Member Comments

- Director Stephens commented on power blackouts.
- Director Ross commented that more details were requested on the SCE ChargeReady 2 Program at the December 12, 2022, GRF M&C Special Open Meeting.
- Chair Karimi thanked the committee for their contributions and wished everyone a Happy New Year.

17. Date of Next Meeting: Wednesday, February 8, 2023 at 9:30 a.m.

18. Adjourn – The meeting was adjourned at 11:22 a.m.



Reza Karimi, Chair

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

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OPEN MEETING

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

**Tuesday, January 24, 2023 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

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

MEMBERS ABSENT: Reza Bastani

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

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

1. Call to Order

Chair Garthoffner called the meeting to order at 1:28 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 June 24, 2022

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

Chair Garthoffner stated the purpose of the meeting is to discuss next steps with 27 Diamonds and consideration of the suggested color palette.

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

- A member asked about the swamp cooler repairs at the Archery Range, if the Archery Range is included in the renovation project, and why the Archery Range and Shuffleboard Courts are not on the GRF M&C Project Log.
- A member commented that a mix of representatives from each mutual participate in this meeting, including one from Mutual 50.

Staff responded to members comments.

7. Department Head Update

None.

Items for Discussion:

8. 27 Diamonds Design Studio Attendees (Verbal Discussion)

Mr. West noted that a prior workshop resulted in the need for further changes to the paint colors suggested by 27 Diamonds.

Also discussed was the selection of the ad hoc committee members who serve as representatives to 27 Diamonds. Discussion ensued regarding other potential members who would attend a future meeting at the design center. In an effort to arrive at a consensus, a motion was made to confirm that Egon Garthoffner, Bunny Carpenter, Gan Mukhopadhyay, and Debbie Dotson will continue to serve as representatives of the ad hoc committee and Elsie Addington will serve as a liaison to the CAC Committee. Ad hoc committee members from United and Third were not named. Mutual 50 declined to participate. The motion passed unanimously.

9. Color Palette Options (Verbal Discussion)

The committee discussed color palette options presented by 27 Diamonds; colors used in other GRF facilities; and non-GRF facilities. A consensus was reached to direct 27 Diamonds to present classic colors and a selection of earth tones to the representatives at the next workshop for review.

Items for Future Agendas:

- CH1 – Archery Range/Shuffleboard Potential Renovations

Concluding Business:

10. Committee Member Comments

- Director Engdahl commented that Items on Future Agendas serve as a reminder.
- Director Karimi commented the need to streamline processes.
- Director Bhada commented on the exterior paint on CH1.

11. Date of Next Meeting: TBD

12. Adjournment – The meeting was adjourned at 2:50 p.m.



Egon Garthoffner, Chair

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

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OPEN MEETING

REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION MEDIA AND COMMUNICATIONS COMMITTEE

**Monday, January 16, 2022 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

REPORT

Members Present: Chair Joan Milliman; Directors Elsie Addington, Margaret Bennett, Maggie Blackwell, James Cook, Anthony Liberatore, Cris Prince; Alternates Deborah Dotson, Peter Sanborn, Moon Yun; Advisors Catherine Brians, Tom Nash, Lucy Parker

Members Absent: Advisors Theresa Frost (excused), Carmen Pacella (excused)

Others Present: Debbie Allen, Bunny Carpenter, Richard Rader, Doug Rook, Juanita Skillman, Sally Sunderhaus

Staff Present: Eileen Paulin, 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 November 21, 2022

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman distributed the GRF Media and Communications Committee Charter and requested that committee members read the document. She highlighted the general duties of all standing committees as well as specific duties for this committee, including the programming contract renewals.

6. Member Comments

There were no member comments during this portion of the meeting.

Items for Discussion

7. Media and Communications Report – Eileen Paulin

Ms. Paulin presented “VMS Media and Communications Department” slides giving updates on work centers 10 (Media and Communications), 20 (Cable TV Network), 30 (TV Studio), 40 (Media Services) and 50 (Internet Service). In the presentation, she highlighted:

- “What’s Up in the Village” email blast analytics
- Website analytics and visitor demographics
- Focus group results overview
- Decreasing premium movie channel subscriptions
- Increasing programming costs
- Contracts that expire in 2023
- Media Services 55
- Internet Service
- 2023 key initiatives

Advisor Briens asked what can be tracked on the “What’s Up in the Village” email blast. Ms. Paulin stated that what subscribers click on, the most popular articles and more can be tracked.

Director Moon asked about a chat function on the website. Ms. Paulin discussed why we do not have that at this time.

Member Sally Sunderhaus commented on Broadband Services, West Coast Internet and internet speeds. Mr. Ortiz commented on TiVo and a discussion ensued.

8. Broadband Ad Hoc Committee Report – Eileen Paulin

Ms. Paulin presented “The Future of Broadband in Laguna Woods Village” slides, highlighting:

- A timeline of broadband in Laguna Woods Village
- Three Broadband Services scenarios under investigation and financial analysis

Chair Milliman announced that the next Broadband Ad Hoc Committee meeting is on Tuesday, January 24, at 10 a.m.

9. Website Ad Hoc Committee Report – Eileen Paulin

Ms. Paulin reported that all RFPs have been received and discussed website project objectives:

- A better website with searchable database
- A comprehensive, all-encompassing Village calendar

Chair Milliman announced that the next Website Ad Hoc Committee meeting is on Tuesday, January 31, at 10 a.m.

10. Broadband Services Report – Paul Ortiz

Mr. Ortiz reported on year-end subscriber counts and 2023 expiring contracts. Discussion ensued.

Director Dotson announced that the February “Let’s Talk Tech” show will cover internet speeds and what speed viewers need for what they have. The March show will discuss what constitutes streaming with a demonstration on the studio television. The program airs on TV6 Tuesdays at 2 p.m. and Fridays at 10:30 a.m. and will be available on demand on Village Television’s YouTube channel.

Mr. Ortiz announced that he would be speaking at the Thursday, January 19, Video Club on the future of broadband in Laguna Woods Village and a history of the fiber system installed in 1999.

Director Addington asked how long it would take to upgrade the infrastructure. Mr. Ortiz discussed a potential timeframe. A discussion ensued.

Items for Future Agendas

Report on the focus groups

Concluding Business

Committee Member Comments

Chair Milliman commended today’s meeting and gave upcoming meeting dates for the ad hoc committees.

Director Moon commended the meeting and presentations.

Ms. Paulin thanked Broadband technicians who went out in the rain at night during the power outage. Mr. Ortiz added that two technicians were working from 8 a.m. to 8 p.m. Director Blackwell recommended promoting their hard work in the Village.

Director Dotson commended the meeting.

Director Blackwell recommended educational PSAs on use of fire extinguishers. A discussion ensued.

Date of Next Meeting – Wednesday, February 22, 2023, at 1:30 p.m.

Adjournment

Chair Milliman adjourned the meeting at 2:45 p.m.


Joan Milliman, Chair
Media and Communications Committee

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

Wednesday, December 07, 2022 – 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 Gil Yun, Maggie Blackwell, Azar Asgari, Sue Stephens

ADVISORS:

MEMBERS ABSENT: Frank Stern

OTHERS PRESENT: Juanita Skillman, Elsie Addington

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

1. Call to Order

Chair Tibbetts called the meeting to order at 1:35 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

Hearing no objection, the regular meeting report of October 5, 2022 was approved by acclamation.

5. Chair's Remarks

None

6. Member Comments (Items Not on the Agenda)

Member Rhoda Lindner made a recommendation regarding the Laguna Woods Mall and its transportation turnouts.

7. Response to Member Comments

Chair Tibbetts responded to member's 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

None.

Items for Future Agendas:

None.

Concluding Business:

Committee Member Comments:

None.

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

Adjournment:

The meeting was adjourned at 1:58 p.m.

Don Tibbetts
Don Tibbetts (Dec 14, 2022 12:59 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, October 31st, 2022 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts, Maggie Blackwell, Reza Karimi, Annie McCary, Cris Prince

OTHERS PRESENT: Elsie Addington, Juanita Skillman

STAFF PRESENT: Eric Nuñez, Tom Siviglia, Cody DeLeon, Ed Green

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:30 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 August 29th, 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. Date of next meeting
2. Cris Prince now a member of the board for the Security and Community Access Committee representing Third Mutual

RESPONSE TO MEMBER COMMENTS

Chair Tibbetts stated Next meeting will be held February 27th, 2023. Canceled meeting on December 26th, 2022 due to VMS holiday.

REPORTS

Disaster Preparedness Task Force Report

Chief Nuñez discussed the meeting report provided in the packet from September's DPTF meeting. Chief Nuñez shared that the Great Shakeout this year was handled by the radio club. Chief Nuñez also shared his commitment to meeting with the Clubhouse Coordinators at each clubhouse in efforts to familiarize everyone with the location of emergency supplies and inventory.

Director Blackwell suggested a duck and cover safety video be put out over channel 6 once and a while.

RV Update

Chief Nuñez notified the committee of the temporarily appointed Security Administrative Specialist person as well as the Traffic Officer who has been handling the recent RV lots audit. The audit is freeing up spots for residents who have been on the waiting list for over a year. Currently the Traffic Officer is in the process of calling residents of seemingly vacant spots while waiting for call backs on residents who have been waiting.

Noteworthy Incidents

Chief Nuñez shared Ed Green being officially hired as a part time VMS employee responsible for coordinating disaster preparedness activities within the village. Chief Nuñez noted that our Net Control Officer Jim Riedel as well as Bruce Bonbright (monthly radio drill coordinator) will be resigning effective January 1st, 2023.

Security Statistics

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

Chief Nuñez stated that VMS does not admonish trespassers, it is a job for OCSD. It is still highly encouraged to call security first and security will notify OCSD unless there is a concern that there is something more urgent. Chief Nuñez will also be communicating this to the other Boards of Directors.

ITEMS FOR DISCUSSION AND CONSIDERATION

Stop Signs and Crosswalks on Avenida Sevilla and Via Mendoza

Mr. Siviglia discussed the Staff Report to be voted on.

Director McCary made a motion to approve staff recommendation of hiring a Traffic consultant for approval of stop signs and sidewalks being put at intersection Avenida Sevilla and Via Mendoza.

Director Prince seconded the motion.

The motion failed in a 3-2 vote.

ITEMS FOR FUTURE AGENDAS

No future agenda items.

CONCLUDING BUSINESS

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, February 27th, 2023 at 1:30 p.m. in a hybrid meeting on Zoom, and in the Board Room in the Laguna Woods Village Community Center.

Center.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 2:54 p.m.

Don Tibbetts

[Don Tibbetts \(Nov 8, 2022 17:22 PST\)](#)

Don Tibbetts, Chair

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MEETING OF THE GOLDEN RAIN FOUNDATION
COMPLIANCE AD HOC COMMITTEE

Friday, January 27, 2023 - 9:30 A.M.

Laguna Woods Village Community Center- Sycamore Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Bunny Carpenter- Chair, Juanita Skillman, Cris Prince, Reza Karimi, Maggie Blackwell, Pearl Lee and Mark Laws

MEMBERS EXCUSED: Pearl Lee and Joan Milliman

STAFF PRESENT: Blessilda Wright, Jacob Huanosto and Ruby Rojas

CALL TO ORDER

Bunny Carpenter, Chair, called the meeting to order at 9:36 a.m.

APPROVAL OF THE AGENDA

Chair Carpenter made a motion to amend the agenda to include the addition of discussing the Anti-Harassment Hearing Board. Without objection the agenda was approved.

APPROVAL OF THE REPORT FROM NOVEMBER 30, 2022

Chair Carpenter made a motion to approve the report from November 30, 2022 as submitted.

Without objection the report was approved.

CHAIR'S REMARKS

Chair Carpenter stated due to United Laguna Woods Mutual ("United") voting down the Joint Anti-Harassment, Anti-Intimidation, Anti-Abuse Committee. GRF will create their own Anti- Harassment Hearing Board. The Hearing Board will address incidents that occur on GRF property and it will be defined where is GRF property.

MEMBER COMMENTS

None.

RESPONSE TO MEMBER COMMENTS

None.

ITEMS FOR DISCUSSION AND CONSIDERATION

7. Anti-Harassment Hearing Board

Chair Carpenter, discussed GRF creating an Anti-Harassment Hearing Board for GRF matters. The Committee members made comments and asked questions. Staff advised GRF create a GRF Executive Hearings Committee similar to United and Third Laguna Hills Mutual ("Thirds") Executive Hearings Committee. The GRF Executive Hearings Committee would address all disciplinary matter pertaining to GRF such as but not limited to Garden Center, Equestrian Center, Delinquency and Harassment/Nuisance Incidents.

that occur on GRF property.

The Committee directed staff to create a Resolution and Charter for a GRF Executive Hearings Committee and to include the following information: as a standing committee but meets as needed, three (3) Directors plus one (1) alternate, state what and where is GRF property. Present a resolution and charter at the next meeting for committee review.

8. Member Disciplinary Policy

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

The Committee directed staff to update Resolution 90-04-72 Disciplinary Process to include the GRF Executive Hearings Committee.

By way of consensus, the motion was approved.

9. Samples of Disciplinary Notices

Ms. Blessilda Wright gave an overview of the Disciplinary notices. The Committee members made comments and asked questions.

The Committee received and filed the Samples Disciplinary Notices

10. Schedule of Monetary Penalties

Ms. Blessilda Wright gave an overview of the Disciplinary notices. The Committee members made comments and asked questions.

The committee directed staff to update the Schedule of Monetary Penalties table to include Behavior/Disturbances: Assault, theft, trespassing, yelling, etc. under Harassment, Abuse/Intimidation Restrictions. Then bring back to the next meeting for review.

CONCLUDING BUSINESS:

Committee Member Comments

None.

Future Agenda Items

- a. Appeal Policy
- b. Nuisance Policy
- c. Harassment Policy
- d. Disciplinary Violations Matrix
- e. Updated Schedule of Monetary Penalties
- f. Executive Hearings Rules and Procedures

Date of Next Meeting

Wednesday, March 8, 2023 at 9:30 a.m.

Adjournment

With no further business before the Committee, the Chair adjourned the meeting at 11:10 a.m.

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Bunny Carpenter- Chair

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

Tuesday, November 29th, 2022 at 9:30 AM

HYBRID MEETING

MEMBERS PRESENT: Chair: Eric Nuñez, Sue Stephens, Jim Cook, Juanita Skillman, Anthony Liberatore, Gan Mukhopadhyay

MEMBERS ABSENT: None

ADVISORS PRESENT: Bruce Bonbright, Tom Soule

OTHERS PRESENT: Grace Stencel, Doug Gibson, Joan Grampp, Rick Kopps

STAFF PRESENT: Tom Siviglia, Carman Aguilar, Jayanna Abolmoloki, Edward Green

THE MEETING WAS CALLED TO ORDER: 9:31 AM

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.

CHAIRS REMARKS: Chair Nuñez began his remarks by offering his sincere condolences to the recent passing of James (Jim) Riedel. Chair Nuñez also introduced Carmen Aguilar, our new Security Admin Specialist. Admin Coordinator Cody DeLeon is out sick. Jayanna Abolmoloki is acting Security Coordinator for meeting.

MEMBER COMMENTS: No comments were made.

REPORTS

RADIO & COMMUNICATIONS: Bruce Bonbright shared that Jim Riedel would be pleased as there was 100% participation in this month's radio drill.

OFFICE MANAGER/ADVISOR: Tom Soule did not have much to report.

RECRUITMENT / RETENTION / TRAINING: Director Skillman is waiting for Clubhouse Coordinator training.

GRF BOARD: Director Gan Mukhopadhyay offered to assist in a risk/safety assessment of structures and surrounding areas.

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

THIRD BOARD: Director Cook did not have anything to report.

TOWERS: Rick Kopps mentioned they perform monthly radio checks.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson did not have anything to report regarding pet evacuation.

DISCUSSIONS AND CONSIDERATIONS

Disaster Preparedness Action Overview: Chair Nuñez introduced Edward Green who then discussed his Disaster Preparedness Overview.

Culture of Preparedness: Edward Green went over plan to develop cultural preparedness.

ITEMS FOR FUTURE AGENDAS

- More In-depth Information and Training Surrounding Disaster Prep
- Incident Command Systems (ICS brief overview)

MEMBER COMMENTS: Multiple members made comments

NEXT MEETING: January 31st, 2023 at 9:30 a.m.

ADJOURNMENT: 10:38 AM (In the Name of Jim Riedel)

SUBMITTED BY:

Tom Siviglia
