



## **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, March 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 Milliman**

**3. Acknowledgment of Media**

**4. Approval of Agenda**

**5. Approval of Minutes**

- a. February 7, 2023 – GRF Board Regular Open Meeting
- b. February 16, 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](mailto: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 January 2023 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

**11. Unfinished Business**

- a. Update Committee Appointments
- b. Gate 12 Update – (Oral Discussion)

**12. New Business**

- a. Leased Office Space and Timing of the Relocations – (Oral Discussion)

**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 February 15, 2023; next meeting April 19, 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. 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.
- c. Report of the Landscape Committee – Director Skillman. The committee met on February 8, 2023; next meeting May 10, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Maintenance & Construction Committee – Director Karimi. The committee met on February 2, 2023; next meeting April 12, 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 March 6, 2023; next meeting TBA.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on February 22, 2023; next meeting March 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 January 31, 2023; Next meeting TBA
  - (2) Broadband Ad Hoc – Director Milliman. The committee met on February 28, 2023; next meeting March 20, 2023, at 3:00 p.m. in the Sycamore Room.

- f. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee met on March 2, 2023; next meeting April 5, 2023, at 1:30 p.m. in the Board Room.
- g. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on February 27, 2023; next meeting April 24, 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 March 15, 2023, at 9:00 a.m. as a virtual meeting.
  - (2) Compliance Ad Hoc Committee – President Carpenter. The committee met on February 17, 2023; next meeting March 8, 2023 at 9:30 a.m.
- h. 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.
- i. Information Technology Advisory Committee – Director Hopkins. The Committee met on February 24, 2023; next meeting TBA.
- j. 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) February 1, 2023 – Special Closed Session*

*(b) February 7, 2023 – Regular Closed Session*

*Discuss and Consider Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss Legal/Legislation Matters*

*Discuss Member Disciplinary Matters*

## **18. Adjournment**

THIS PAGE LEFT BLANK INTENTIONALLY



## **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, February 07, 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, Steve Hormuth, Eric Nunez, Carlos Rojas, Eileen Paulin, Alison Giglio

**Other Directors Present:** Debbie Allen, Alison Bok, Lenny Ross, Andy Ginocchio, Cash Achrekar, Cynthia Rupert, Diane Casey, Jim Cook, S.K. Park

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

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

#### **2. Pledge of Allegiance**

Director Skillman led the Pledge of Allegiance to the Flag.

#### **3. Acknowledgment of Media**

The media 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.** January 03, 2023 – GRF Board Regular Special Open Meeting
- b.** January 19, 2023 – GRF Board Agenda Prep Meeting

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

## **6. Report of the Chair - None**

## **7. CEO Report**

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

- Budget Calendar 2024 GRF Milestones/Meeting Dates
- VMS Strategic Plan Update
- Art Affair in the Village

## **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 The Foundation of Laguna Woods Village.
- A member commented on the homeless problems have been happening in the village.
- A member commented on the finance pertaining to United and GRF such as bond funds
- A member commented on Earth Day Programs
- Multiple members commented on policies pertaining to the Recreation department
- A member commented on the harassment policy
- A member commented on Gate 12
- A member commented on a program to identify trees and an alternate form of transportation for the residents besides shuttle busses
- A member commented on the Garden Center Operating Rules

## **9. Responses to Open Forum Speakers**

The following are responses to the open forum speakers:

- President Carpenter offered an invitation to the United members to attend the next GRF Finance Meeting
- Director Horton advised the residents to come to the next CAC to discuss their concerns
- Director Skillman commented on the Audubon Society club.
- Director Dotson commented on a resident's misinformation and additionally on the tennis court lawsuits.
- Director Milliman commented on the member's concern about the backup on Gate 12
- Chief Nunez commented on the trespassing concerns and the operating hours of the gates
- Steve Hormuth commented on investments
- Director Hopkins commented on the highlights of the previous GRF Finance Meeting such as mark to market and Reserve Investment

## **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 December 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 the GRF Credit Card and Transaction Fee (ActiveNet) Billing (January 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 90-23-06**

##### **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.

**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 90-23-06. Director Dotson seconded.

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

#### **11b. Update Committee Appointments**

Director Milliman read the following resolution:

#### **RESOLUTION 90-22-07**

##### **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)~~

~~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 Bennett (Mutual 50)

Sue Stephens, Alternate (Mutual 50) Advisor:

Rosemarie diLorenzo

**Information Technology Advisory Committee (ITAC)**

James Hopkins, Chair (GRF)

Bunny Carpenter (GRF)

Deborah Dotson (GRF)

Diane Casey (United)

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, Alternate (Third)  
Glenn Miller (Mutual 50)  
Advisor: Catherine Brians

**Maintenance & Construction Committee**

Reza Karimi, Chair (GRF)  
Gan Mukhopadhyay, Co-Chair (GRF)  
Egon Garthoffner, Alternate (GRF)  
James Cook (Third)  
Ralph Engdahl (Third)  
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 Bennett (Mutual 50)  
Peter Sanborn, Alternate (Mutual 50)  
Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost, Catherine  
Brians

**Website Ad Hoc Committee**

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

**Broadband Ad Hoc Committee**

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

Director Milliman made a motion to approve Resolution 90-23-07. Director Skillman seconded.

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

**12. New Business**

**12a. Meeting Change from July 4, 2023 to July 5, 2023**

Director Milliman read the following resolution:

**RESOLUTION 90-23-08**

**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, July 4, 2023, conflicts with the Independence Day holiday; and

**NOW THEREFORE BE IT RESOLVED**, February 7, 2023, that 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.

Director Milliman made a motion to approve Resolution 90-23-08. Director Dotson seconded.

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

**12b. Entertain a Motion to Approve Donation of Printing Press and Mat Cutter for Clubhouse 4 Art Room**

Director Milliman read the following resolution:

**RESOLUTION 90-23-09**

**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
- Section 3      Amount of Donation
- |                                    |                 |
|------------------------------------|-----------------|
| Item cost:                         | \$0.00          |
| Installation cost:                 | \$0.00          |
| Maintenance cost: (total for 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.

Director Milliman made a motion to approve Resolution 90-23-09. Director Dotson seconded.

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

Director Gan Mukhopadhyay left the meeting at 10:54 a.m.

### **12c. Entertain a Motion to Approve the Donation of Longarm Quilting Machine for Clubhouse 4 Sewing Classroom**

Director Milliman read the following resolution:

#### **RESOLUTION 90-23-10**

#### **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 (Donor) 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

Section 3 Amount of Donation

Item cost:	\$0.00
Installation cost:	\$0.00
Maintenance cost:	<u>\$300.00</u>
Total estimated donation:	<u>\$300.00</u>

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.

Director Milliman made a motion to approve Resolution 90-23-10. Director Dotson seconded.

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

**12d. Entertain a Motion to Approve Art Association Request for Whale Project Mounting**

Director Milliman read the following resolution:

**RESOLUTION 90-23-11**

**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 (Donor) 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 the 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: the Whale Project for mounting in the Clubhouse 4 lounge  
Space of facility: Clubhouse 4  
Location: Clubhouse 4 lounge
- 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.

Director Milliman made a motion to approve Resolution 90-23-11. Director Dotson seconded.

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

### **13. The Board took a 5-minute break**

### **14. Committee Reports**

- a. Report of the Finance Committee/Financial Reports – Director Hopkins. The committee

met on 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 – Director Hopkins
- 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 January 31, 2023; next meeting February 8, 2023, closed in person/virtual 3 p.m. - 5 p.m.
  - (2) Broadband Ad Hoc – Director Milliman. The committee met on January 19, 2023; 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. in the Board Room.
  - (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.
- 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 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.*

**16. Director's Comments**

- Director Horton commented that everyone should try to be nice
- Director Addington wished everyone a Happy Valentine's Day and also discussed an upcoming newsletter
- President Carpenter gave clarification on the GRF finance
- Director Milliman commented on the trust and how GRF works with the Governance

**17. Recess 12:06 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) January 03, 2023 – Regular Closed Session*

*Discuss and Consider Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss Legal/Legislation Matters*

*Discuss Member Disciplinary Matters*

**18. Adjournment**

The meeting was adjourned at 3:07 p.m.

DocuSigned by:

*Joan Milliman*

B855D0FC004A480...

Joan Milliman, Secretary of the Board  
Golden Rain Foundation

THIS PAGE LEFT BLANK INTENTIONALLY



**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, February 16, 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, Egon Garthoffner, Jim Hopkins, Gan Mukhopadhyay

Directors Absent: Debbie Dotson, Don Tibbets

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

Others Present: None

**1. Call Meeting to Order and Establish Quorum**

President Carpenter called the meeting to order at 9:32 a.m. and established that a quorum was present.

**2. Approval of the Agenda**

President Carpenter asked for approval of the agenda.

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

**3. Announcements**

President Carpenter made the following comments:

- Working with staff to meet and discuss Clubhouse fees.
- Director Addington was asked to provide the resident response from her new GRF Newsletter, recently emailed to all residents.
- Working on the Purchasing Policy with Risk Manager, Dan Yost.

Discussion ensued among the board.

Director Hopkins entered the meeting at 9:44 a.m.

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

Director Milliman made a motion to approve the March 7, 2023, Open and Closed Agendas. Director Karimi seconded.

Hearing no changes or objections, the March 7, 2023, Open and Closed Agendas were approved unanimously.

**5. Director Comments**

- Director Skillman thanked Director Hopkins for his hard work that occurred during the February 15, 2023 Financial Audit meeting.

Director Milliman left the meeting at 10:55 a.m.

**6. Adjournment**

The meeting was adjourned at 11:05 a.m.

DocuSigned by:  
  
B635D0FC004A480...  
Joan Milliman, Secretary of the Board  
Golden Rain Foundation



## **RESOLUTION 90-23-XX**

### **GRF Committee Appointments**

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

#### **Community Activities Committee**

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

#### **Finance Committee**

James, Hopkins, Chair (GRF)  
Elsie Addington (GRF)  
Debbie Dotson, Alternate (GRF)  
Donna Rane-Szostak (Third)  
Andy Ginocchio (Third)  
Mark Laws, Alternate (Third)  
Azar Asgari (United)  
Thomas Tuning (United)  
Margaret 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)~~  
Mary Simon (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, Alternate (Third)  
Glenn Miller (Mutual 50)  
Advisor: Catherine Brians

**Maintenance & Construction Committee**

Reza Karimi, Chair (GRF)  
Gan Mukhopadhyay, Co-Chair (GRF)  
Egon Garthoffner, Alternate (GRF)  
James Cook (Third)  
Ralph Engdahl (Third)  
~~Cush Bhada, Alternate (Third)~~  
Andy Ginocchio, Alternate (Third)  
Alison Bok (United)  
Lenny Ross (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)~~  
Andy Ginocchio (Third)  
Moon Yun, Alternate (Third)  
Ralph Engdahl (Third)  
Anthony Liberatore (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)  
Mary Simon (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)  
~~Donna Rane-Szostak (Third)~~  
Advisors: Lucy Parker, Diane Phelps,

**Broadband Ad Hoc Committee**

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

**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)~~  
~~SK Park (Third)~~  
Donna Rane-Szostak, Alternate (Third)  
Cash Achrekar (United)  
Maggie Blackwell (United)  
Sue Stephens (Mutual 50)  
Peter Sanborn, Alternate (Mutual 50)

**OTHER COMMITTEES:**

**Disaster Preparedness Task Force**

Eric Nunez, Chair  
Juanita Skillman (GRF)  
Gan Mukhopadhyay (GRF)  
James Cook (Third)  
Donna Rane-Szostak, Alternate (Third)  
Anthony Liberatore (United)  
Cash Achrekar (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)~~  
~~SK Park, Alternate (Third)~~  
Cash Achrekar, Alternate (United)  
Pearl Lee (United)  
Jules Zalon (Third)

Margaret Bennet (Mutual 50)  
Sue Stephens, Alternate (Mutual 50)

**Purchasing Ad Hoc Committee**

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

**Select Audit Task Force**

James Hopkins (GRF)  
Diane Phelps (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 90-23-07 adopted February 7, 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.

THIS PAGE LEFT BLANK INTENTIONALLY



## Treasurer's Report for February 7, 2023 Board Meeting

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

Through the reporting period of January 31, 2023, GRF had net revenue of \$394K, with total revenue of \$4,112K and total expense of \$3,718K. GRF was better than budget by \$188K with total expenses coming in \$290K better than anticipated. The favorable results seen in expenses were partially offset by lower revenues of (\$102K). These revenues were significantly impacted by less trust facilities fees collected than anticipated.

**Slide 2** – The next chart displays the Operating Fund, which excludes the non-operating revenues and expenses and depreciation. This report shows a favorable variance of \$109K through the reporting period, with expenses better than budget by \$291K, offset by revenue worse than budget by (\$182K).

**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 \$18,484K as of January 31, 2023 compared to the value at inception of \$19,031K. Year to date, the market value has increased by

\$275K, or 1.5% and decreased by (\$547K), or (2.9%) since inception in 2019.

**Slide 4** – Of the \$18,484K portfolio value mentioned in slide 3, \$15,903K is our reserves portfolio value. In addition to Discretionary Investments, the Reserves Fund assets also include cash of \$696K and Non-Discretionary Investments of \$15,528K. Payables and other total (\$480K), resulting in a Net Reserves Balance of \$31,647K. 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 \$141K, variance was primarily due to vacancies in General Services for bus drivers and janitorial positions, vacancies in Security Services for security officers and dispatchers, and various vacancies in Maintenance and Construction. Recruitment is in progress for all open positions.
- Outside Services of \$96K, due to late invoicing for aquatics and software licensing services. In addition, timing of Village Breeze Magazine printing and fleet maintenance services and less use of Lyft services than anticipated contributed to the favorable variance.

- Materials & Supplies of \$95K due to recreation items that were budgeted to be replaced or replenished in January but have not done such as: Ceramics, lapidary, and golf maintenance items, sewing machines, and pool supplies.
- Professional Fees of \$52K due to timing of consulting services needed for Information Services, Broadband Services, and Project Management work centers.

**Unfavorable.** Some offsetting unfavorable variance included:

- Repairs & Maintenance of (\$94K) due to pre-payment at the beginning of the year for annual server maintenance services.
- Broadband Services of (\$69K) due to lower high-speed internet revenue sharing than budgeted as the budget anticipated contract re-negotiation in which GRF would be awarded a higher revenue sharing percentage beginning in January, but will begin in March. Timing of advertising revenue also contributed to the variance.

**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 \$685K of non-assessment operating revenue, as shown on this pie chart. By category, we can see that our largest revenue is Broadband Services (i.e. internet, set top boxes, ad insertion, and premium channels), followed by Golf Revenue, Clubhouse Rentals & Event Fees, and Merchandise Sales. Other revenue, which includes Class Fees, Additional occupancy fees, RV storage fees, and Locker Rental Fees, among others, amount to 11%. 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 \$3.3M, excluding depreciation, these two categories account for 74% of the total operating expense. Utilities & Fuel, Insurance, Professional and Legal, and Repairs and Maintenance, etc. make up the remaining 26%. If you consider that cable and programming are offset by broadband revenue, compensation accounts for 71% of the net expense, while insurance, utilities, and outside services account for 29% 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: \$35.9M; 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 \$4.3M 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 \$31.7M for reserve and \$3.9M for restricted.

**Slide 9** – We have a slide here to show resale History from 2021-2023. Community-wide sales total 48 through January 31, 2023. Most of these transactions generate the Trust Facilities Fee (transfer fee), used as a source of revenue for our reserves.

**Slide 10** –The listing on this slide gives you an idea where the reserve money is committed. Of the \$20.3M appropriated by the Board for various projects and equipment purchases, the remaining



encumbrances against our reserve funds is \$17.1M, primarily for purchase or replacement of equipment throughout the facilities. Restricted funds had total appropriations of \$98K 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 \$26.8 million in reserve funds and \$2.3 million in contingency funds.

THIS PAGE LEFT BLANK INTENTIONALLY

# GRF Financial Report

As of January 31, 2023



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$2,819	\$2,819	\$0
Non-Assessment Revenue	\$1,293	\$1,395	(\$102)
Total Revenue	\$4,112	\$4,214	(\$102)
Total Expense	\$3,718	\$4,008	\$290
Net Revenue/(Expense)	\$394	\$206	\$188

# GRF Financial Report

As of January 31, 2023



OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$2,602	\$2,602	\$0
Non-Assessment Revenue	\$685	\$867	(\$182)
Total Revenue	\$3,287	\$3,469	(\$182)
Total Expense <sup>1</sup>	\$3,296	\$3,587	\$291
Operating Surplus/ (Deficit)	(\$9)	(\$118)	\$109

1) excludes depreciation

# GRF Financial Report

As of January 31, 2023



GRF PORTFOLIO VALUE HISTORY Discretionary Investments (in Thousands)	Value	Annual Change \$	Annual Change %	Inception Change %
December 2019	\$19,031			
December 2020	\$19,822	\$791	4.2%	4.2%
December 2021	\$19,530	(\$292)	(1.5%)	2.6%
December 2022	\$18,209	(\$1,321)	(6.8%)	(4.3%)
January 2023	\$18,484	\$275	1.5%	(4.3%)
Summary*		(\$547)		(2.9%)

# GRF Financial Report

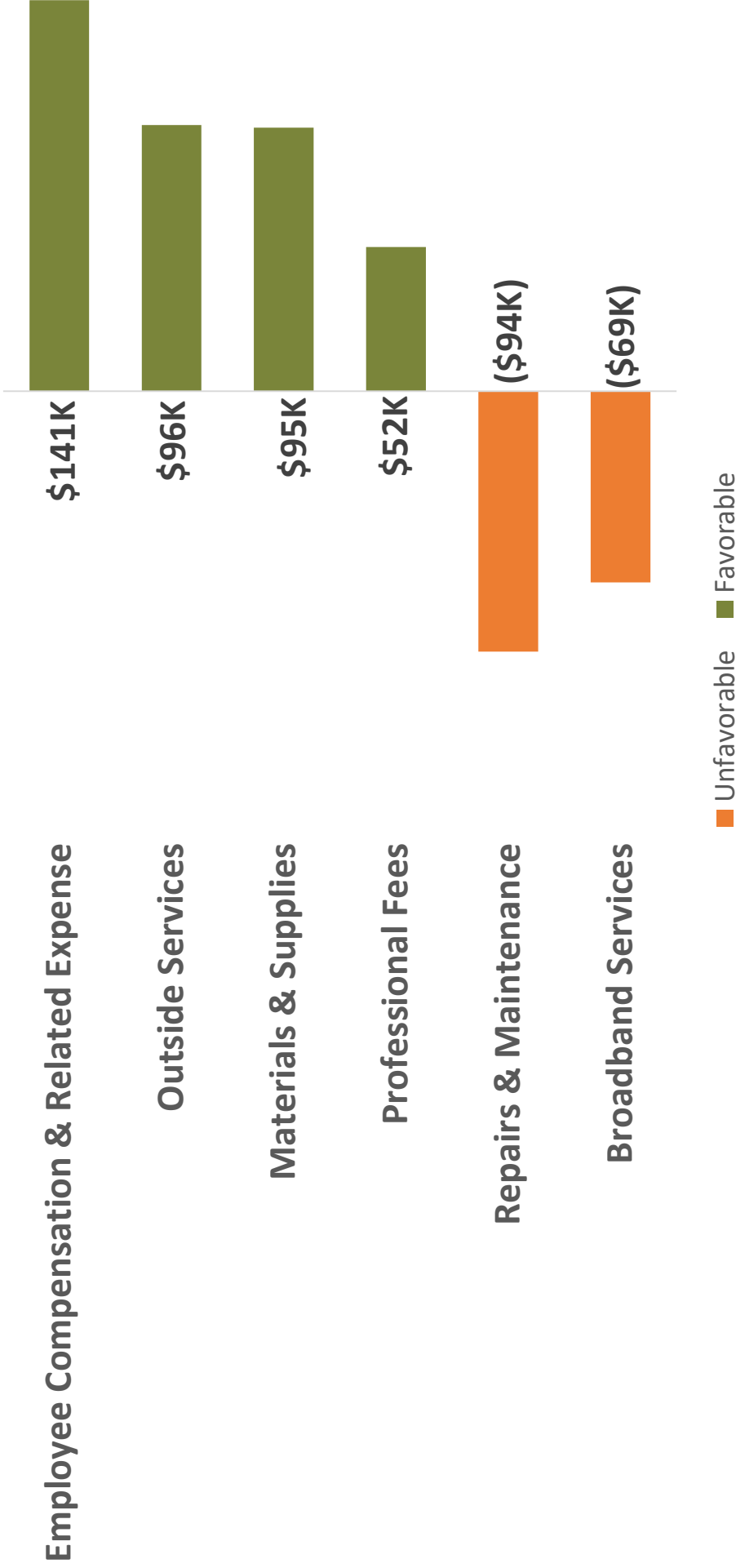
As of January 31, 2023



GRF RESERVE COMPOSITION (in Thousands)	Value
Portfolio	\$15,903
Cash & Cash Equivalents	\$696
Non-Discretionary Investments	\$15,528
Total	\$32,127
Payables and other	(\$480)
Reserves Adjusted Balance	\$31,647

# GRF Financial Report

As of January 31, 2023  
Operating Only

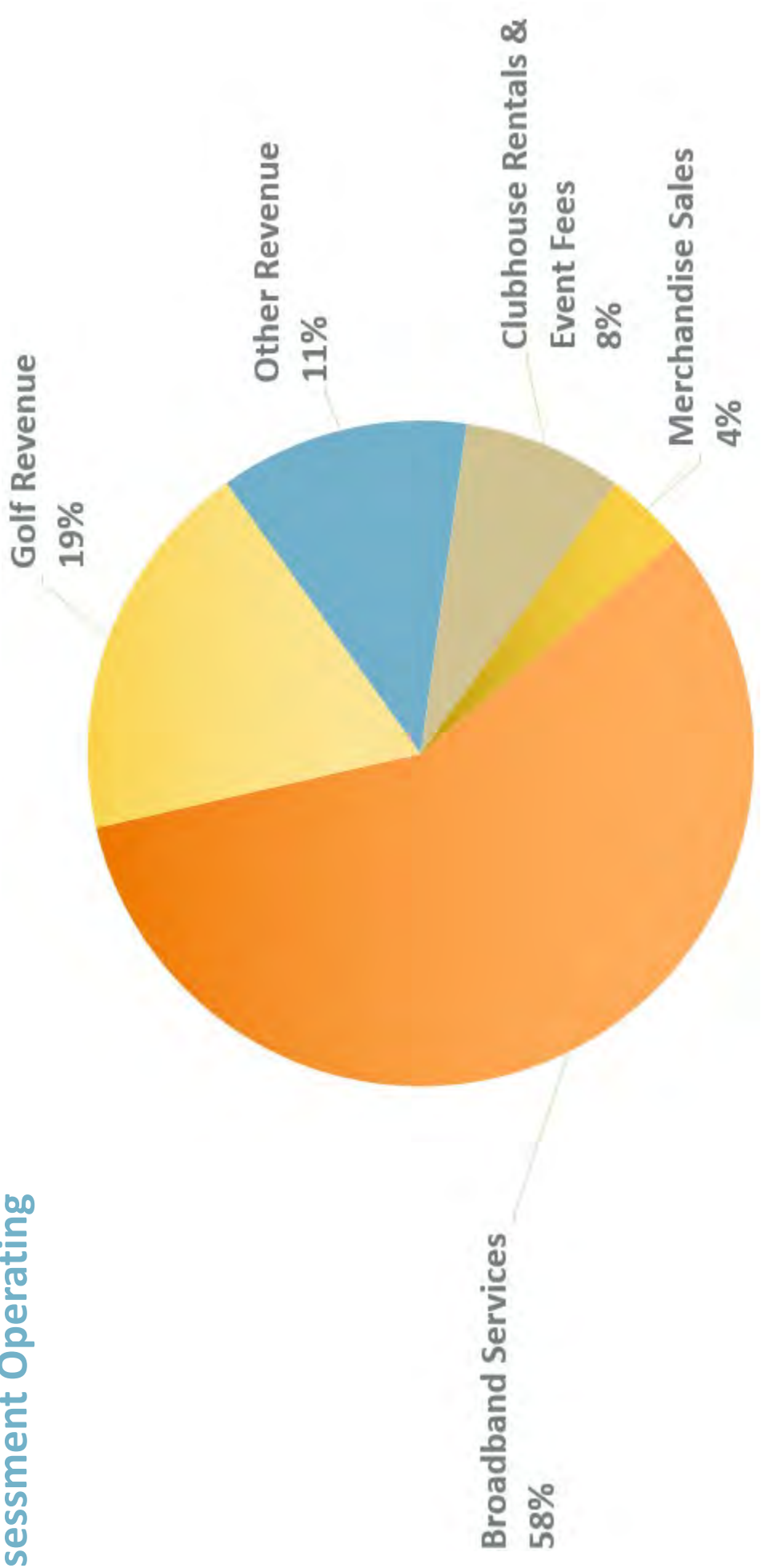


# GRF Financial Report

As of January 31, 2023



## Non-assessment Operating



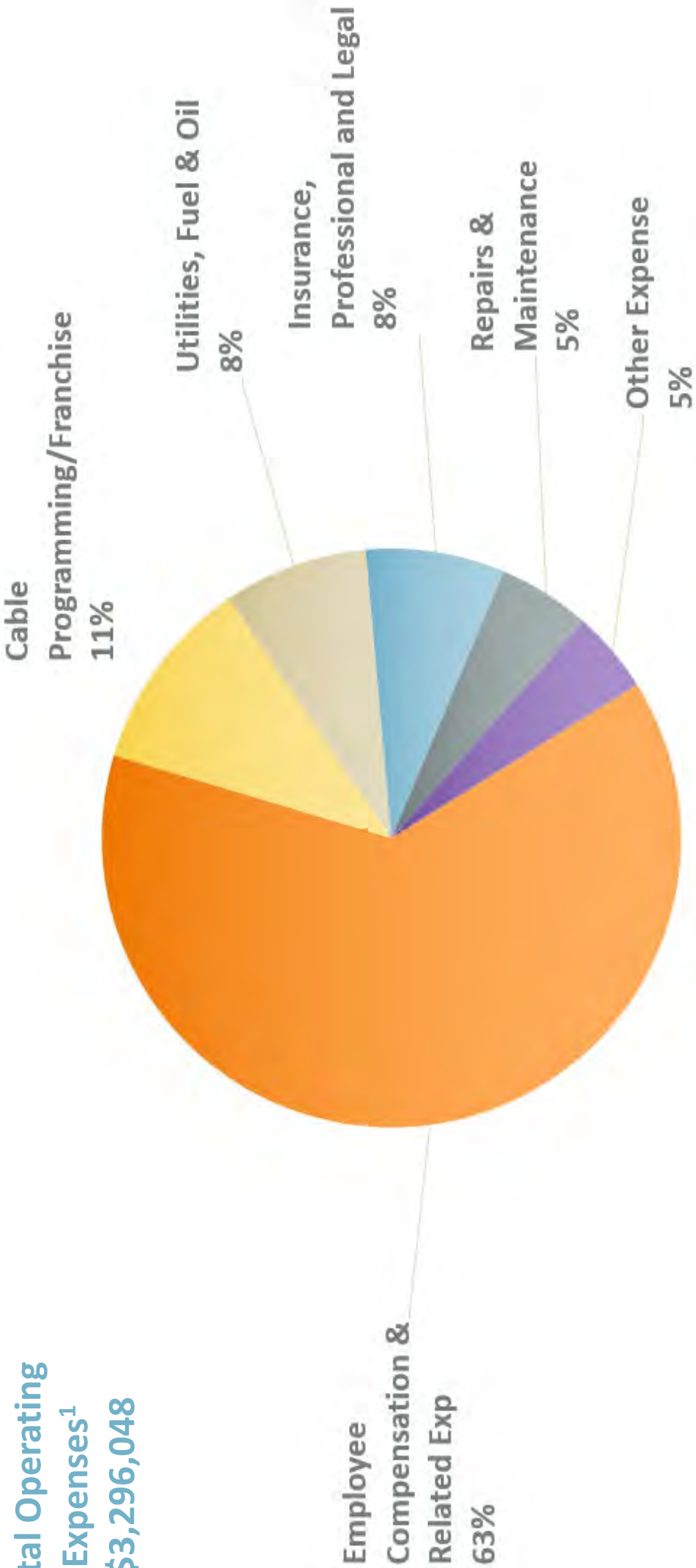


# GRF Financial Report

As of January 31, 2023



**Total Operating Expenses<sup>1</sup>**  
**\$3,296,048**



# GRF Financial Report

As of January 31, 2023

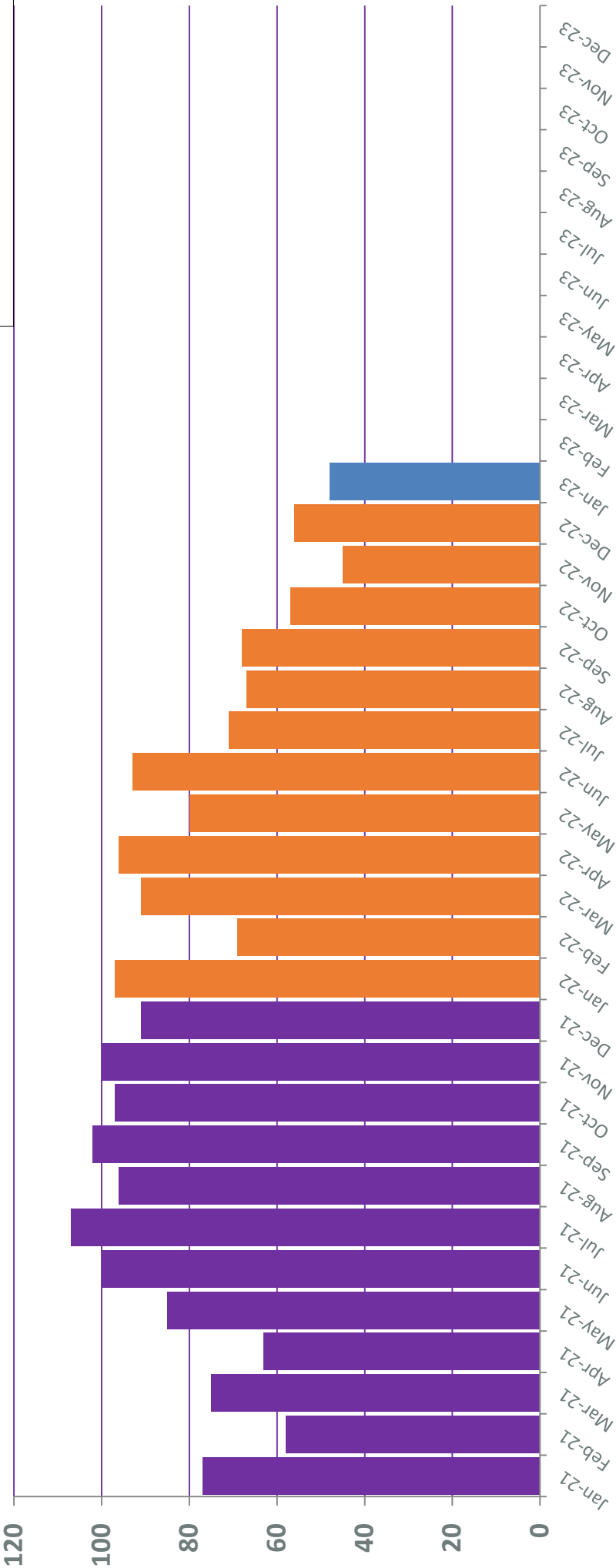


RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$6,684	\$2,476	\$4,208
Facilities Fund	18,956	1,806	17,150
Trust Facilities Fee Fund	10,289	0	10,289
TOTAL	\$35,929	\$4,282	\$31,647
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$3,971	\$102	\$3,869

# GRF Financial Report

As of January 31, 2023

NO. OF RESALES		AVG. RESALE PRICE
YTD 2021	77	\$330,401
YTD 2022	97	\$365,108
YTD 2023	48	\$300,654



# GRF Financial Report

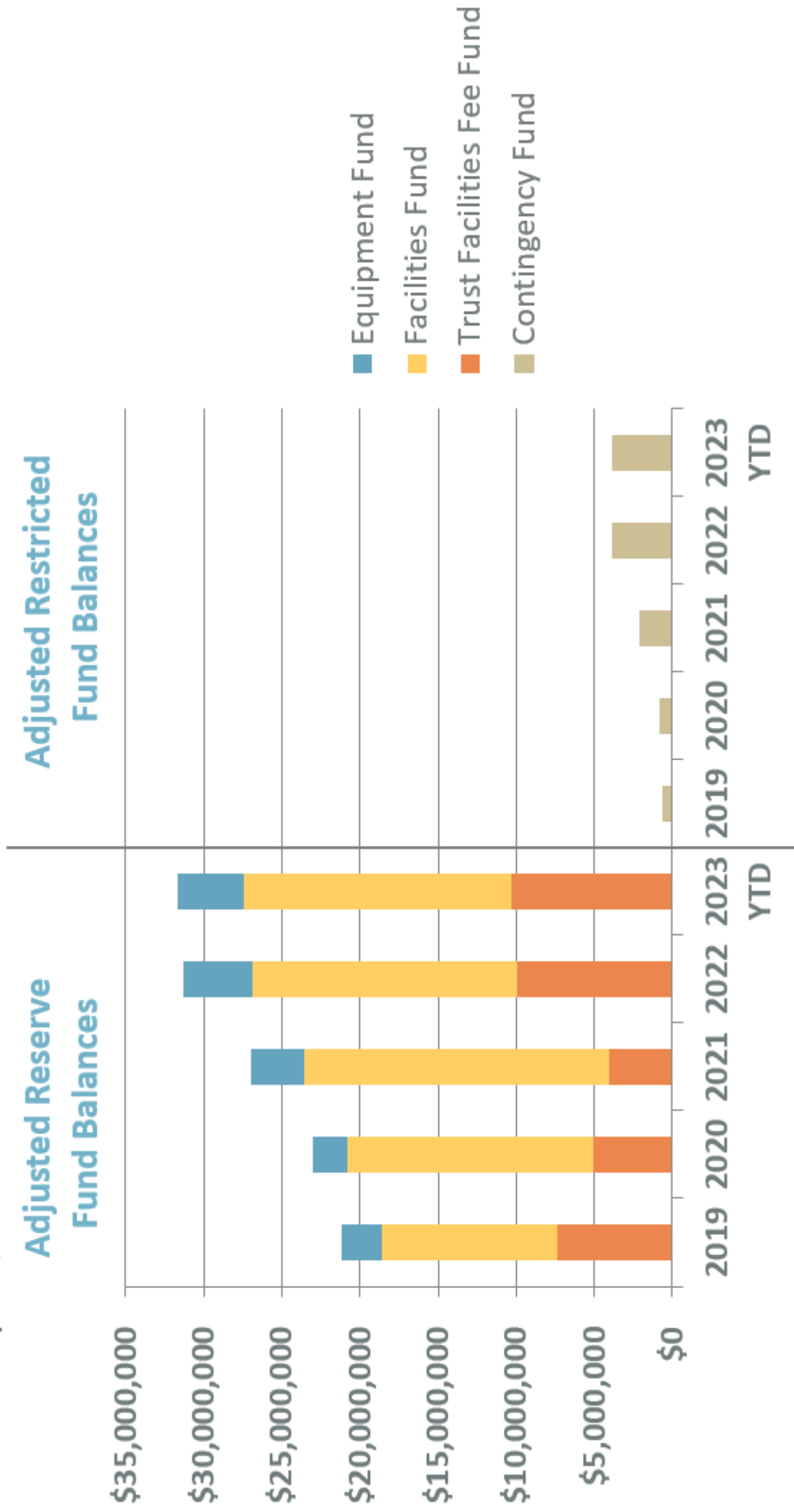
As of January 31, 2023



FUND ENCUMBRANCES (in thousands)					
	RESERVE FUNDS (EQF + FCF)		RESTRICTED FUND (CNF)		
	Total Appropriations	Remaining Encumbrance	Total Appropriations	Remaining Encumbrance	
Aquatics & Fitness	\$150	\$150	\$0	\$0	
Broadband Services	1,032	573	0	0	
Clubhouses	2,465	1,501	0	0	
Computers	5,622	4,642	0	0	
Golf Facilities	980	888	0	0	
Landscaping	3,323	2,893	0	0	
Other Equipment	330	314	0	0	
Other GRF Facilities	2,048	1,933	98	39	
Paving	830	830	0	0	
Security	324	231	0	0	
Vehicles	3,240	3,111	0	0	
TOTAL	\$20,344	\$17,066	\$98	\$39	

# GRF Financial Report

As of January 31, 2023



THIS PAGE LEFT BLANK INTENTIONALLY



FINANCE COMMITTEE MEETING  
REPORT OF THE REGULAR OPEN SESSION

Wednesday, February 15, 2023 – 1:30 p.m.  
Hybrid Meeting

**DIRECTORS PRESENT:** James Hopkins – Chair, Elsie Addington, Donna Rane-Szostak, Andy Ginocchio, Azar Asgari, Alison Bok (Substitute for Thomas Tuning), Margaret Bennett

**DIRECTORS ABSENT:** Thomas Tuning

**ADVISORS PRESENT:** None.

**STAFF PRESENT:** Steve Hormuth, Jose Campos, Erika Hernandez

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

Third – Ira Lewis, Jim Cook, Cush Bhada, S.K. Park, Moon Yun

United – Lenny Ross, Reza Karimi

VMS – Cynthia Rupert, Debbie Allen

**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 to approve the agenda as presented. Director Donna Rane-Szostak moved to amend the agenda and add the following agenda item:

- Agenda Item # 8b – GRF Investments

Director Asgari seconded the motion. Hearing no objection, the motion to amend the agenda was passed unanimously.

**Approval of the Regular Meeting Report of December 21, 2022**

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

### **Chair Remarks**

Director Hopkins shared that he looked forward to discussing finances and investments.

### **Member Comments (Items Not on the Agenda)**

None.

### **Department Head Update**

Steve Hormuth, Director of Financial Services, briefly shared details regarding the 2022 Audit performed by KPMG and shared that the 2024 Budget timeline is available to view on the Laguna Woods Website Team Up calendar.

### **Review Preliminary Financial Statements dated December 31, 2022**

The committee reviewed the financial statements dated December 31, 2022. Questions were addressed and noted by staff.

### **GRF Investments**

Director Rane-Szostak commented on the current portfolio GRF Investments, discussed anticipated rate increases and possible future investment strategies. Director Hopkins elaborated on the GRF investments in the previous years.

A motion was made by Director Asgari to sell off discretionary Bond Funds and purchase US backed Treasury Bills and ladder investments into equal parts starting with 3-months, 6-months, 9-months, and 12-months. Director Alison Bok seconded. Discussion ensued.

The motion failed to pass by a vote of 2-5 (Director Hopkins, Director Addington, Director Rane-Szostak, Director Ginocchio, Director Bennett all opposed).

### **Employee Retention Credit**

Steve Hormuth presented a staff report discussing the Employee Retention Credit (ERC) made available by the Internal Revenue Service (IRS) as a refundable tax credit for businesses that continued to compensate employees during the COVID-19 shutdown. Staff worked with a third-party consultant to determine eligibility for the corporation to receive the ERC. Based on the analysis performed by the third-party, the corporation did not meet the qualification requirements for the ERC.

### **ERP Update**

Chuck Holland, Director of Information and Resident Services, presented on the new ERP Microsoft Dynamics 365 cloud-based software program that will be utilized to optimize business practices which is scheduled to roll-out in 3 phases. Multiple comments and questions were made and noted by staff.

### **Endorsement from Standing Committees**

None.



**Future Agenda Items**

None.

**Committee Member Comments**


None.

**Date of Next Meeting**

Wednesday, April 19, 2023 at 1:30 p.m.

**Recess to Closed Session**

The meeting recessed to closed session at 3:50 p.m.

  
James Hopkins (Feb 28, 2023 19:52 PST)

---

James Hopkins, Chair

THIS PAGE LEFT BLANK INTENTIONALLY

# **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

THIS PAGE LEFT BLANK INTENTIONALLY





**OPEN MEETING**

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

**WEDNESDAY, February 8, 2023 – 1:30 P.M.  
BOARD ROOM / VIRTUAL MEETING  
Laguna Woods Village Community Center  
24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair – Juanita Skillman, Elsie Addington, Lenny Ross, Ira Lewis, Diane Casey, Andy Ginocchio

**COMMITTEE MEMBERS ABSENT:** Yvonne Horton (Excused), Jules Zalon (Excused)

**OTHERS PRESENT:** Maggie Blackwell

**ADVISORS PRESENT:** None.

**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 Ross seconded. The committee was in unanimous support.

**4. Approval of the Meeting Report for December 14, 2022**

The report was approved without objections.

**5. Committee Chair Remarks**

Chair Skillman reminded the audience to contact herself, Kurt Wiemann, or Jayanna Abolmoloki if they would like to see a specific item listed on the next agenda.

**6. Department Head Update**

Mr. Wiemann provided updates on the progress of Aliso Creek verbally.

**6a. Key Performance Indicators Presentation**

Mr. Wiemann discussed the presentation provided in detail.

Members made comments and asked questions.

**6b. Update on Aliso Creek**

Mr. Wiemann discussed the presentation provided in detail.

Members made comments and asked questions.

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

Several members made comments and asked questions. Topics included:

- Questions about previous contracts
- Willow trees in Aliso Creek
- Debris in Aliso Creek after storms

**8. Response to Members Comments**

Members of the Committee responded to member comments.

Concluding Business:**9. Committee Member Comments**

Several comments were made.

**10. Date of Next Meeting – Wednesday, May 10, 2023 at 1:30 p.m.****11. Adjourned at 2:42 p.m.**  
Juanita Skillman (Feb 16, 2023 23:10 PST)

Juanita Skillman, Chair



**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

THIS PAGE LEFT BLANK INTENTIONALLY





**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

THIS PAGE LEFT BLANK INTENTIONALLY



## OPEN MEETING

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

Wednesday, February 22, 2022 – 1:30 p.m.  
Board Room / Virtual Hybrid Meeting

#### REPORT

**Members Present:** Chair Joan Milliman; Directors Elsie Addington, Margaret Bennett, James Cook, Cris Prince; Alternates Deborah Dotson, Advisors Catherine Brians, Tom Nash, Carmen Pacella, Lucy Parker

**Members Absent:** Directors Maggie Blackwell (excused), Anthony Liberatore (excused); Advisor Theresa Frost (excused)

**Others Present:** Alison Bok, Diane Casey, Cush Bhada, Bunny Carpenter, S.K. Park, Cynthia Rupert, Mary Simon, Juanita Skillman

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

#### **1. Call to Order**

The meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman. Director Casey served as an alternate for Director Blackwell; Director Bok served as an alternate for Director Liberatore.

#### **2. Acknowledgement of Media**

None present.

#### **3. Approval of Agenda**

Approved by unanimous consent.

#### **4. Approval of Report for January 16, 2023**

Approved by unanimous consent.

#### **5. Chair's Remarks**

Chair Milliman welcomed committee members, directors present who served as alternates and those present in person and via Zoom. She commended staff for all the work accomplished each month.



## **6. Member Comments**

There were no member comments.

## **Items for Discussion**

### **7. Media and Communications Report – Ellyce Rothrock**

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

- Trello tracked 76 separate projects.
- Staff added 376 new email address to the subscriber list in iContact.
- Staff posted 105 items to the website.
- Regular publications included the January/February Village Breeze, four editions of “What’s Up in the Village” email blast, press releases to the Globe each week, as well as email blasts for Third Mutual, Garden Centers, Community Services Real Estate Forum and Trash Services

She discussed the Laguna Woods Art Association exhibit on display in the Community Center first and third floors. This year staff placed 150 pieces of art from Art Association members.

Ms. Rothrock highlighted messaging staff completed for other departments, including:

- Satellite maintenance for Broadband Services
- Tony Orlando concert for the Department of Recreation and Special Events
- Rental and fee invoices for the Department of Finance
- Gate 12 information for the Department of Security Services
- Special meetings for the Department of Landscaping Services

Chair Milliman highlighted from the report that the Media and Communications staff reviewed and ranked potential website provider proposals.

### **8. Broadband Ad Hoc Committee Report – Paul Ortiz**

Mr. Ortiz reported that the committee examined the first of three potential scenarios for the future of Broadband Services. The committee examined the first “Status Quo” scenario at the January 24 meeting and concluded that this scenario is not a feasible option. The committee will examine the second “Owner and Operator” scenario at the February 28 meeting. The committee will examine the third “Conduit Lease” scenario at the March 28 meeting.

### **9. Website Ad Hoc Committee Report – Ellyce Rothrock**

Ms. Rothrock discussed the last meeting on February 8 at which committee members discussed proposals for three potential vendors. One vendor was removed from consideration. The two remaining vendors will demonstrate their vision for the new website at the March 1 meeting. The committee will then meet to select the final vendor and move to the discovery phase of the website redesign.

## **10. Broadband Services Report – Paul Ortiz**

Mr. Ortiz highlighted from an updated subscriber report:

- Broadband Services made 239 service calls in January.
- Village Television's YouTube channel saw a 47% year-over-year increase in January.
- Set-top box rentals continue to decrease.
- Internet subscribers continue to increase.
- Internet subscribers are choosing higher speeds.

Advisor Brians asked if she would see faster internet speed on March 1. Mr. Ortiz confirmed that all the speeds will nearly double, which should be noticeable. Discussion ensued.

Director Addington asked about equipment outages. Mr. Ortiz recommended asking neighbors if they're experiencing something similar, to make troubleshooting and pinpointing the outage faster. Discussion ensued.

Director Bhada asked if residents should replace modems to accommodate the faster internet speeds. Mr. Ortiz stated that the highest 500 Mbps speed will require a 3.1 DOCSIS (data over cable service interface specification) modem, but for all the other speeds a 3.0 DOCSIS modem works. Discussion ensued.

Chair Milliman stated one advantage of streaming is the user does not need to record the program, because it will be available on demand. Mr. Ortiz added that streaming services refer to this cache as a library.

### **Items for Future Agendas**

Report on the focus groups

### **Concluding Business**

#### **Committee Member Comments**

Director Bok commented that Broadband is a fabulous bargain. She inquired about acquiring video of a "60 Minutes" segment featuring Laguna Woods Village with Leslie Stahl that she had seen several years ago. Mr. Ortiz stated that CBS or "60 Minutes" would own the copyright to that. A discussion ensued.

Director Addington discussed the Aquadettes' appearance on "The World According to Jeff Goldblum" series. She asked where she could find Transportation information that used to appear in the Village Breeze. Ms. Rothrock said she would look into adding it again in future issues and that the information also is available on the website and in the Community Center literature rack or Concierge.

Director Casey commented that she is grateful for the opportunity to serve on the



Broadband Ad Hoc Committee, from which she has learned about the industry.

Advisor Pacella commented that friends in the community are raving about the new internet speeds at a relatively low cost. The community appreciates all the hard work.

Advisor Brians discussed how amazing, unusual and rare the Village Broadband infrastructure is. She also commented on the Village's strong sense of community.

Advisor Parker commended the department's work and the meeting reports. She suggested creating a designated space on the website for national coverage such as the "60 Minutes" segment or the "90+ Study" with UCI.

Director Cook reported that the ad hoc committees are working to solve the problems that the Village will face in the future.

Advisor Nash discussed searching for internet speeds on West Coast Internet's website.

Director Simon commended the "What's Up in the Village" email blast, the Village Breeze magazine and the staff for doing a wonderful job.

Ms. Rothrock stated she is happy and honored to work with the staff and department. She discussed looking into the national publicity the Village has received.

Mr. Ortiz discussed a 1970s segment on the Village by then KABC reporter Regis Philbin and other archived clips we might find for a compilation of publicity. Director Skillman mentioned Huell Howser. Discussion ensued.

Ms. McCracken discussed linking to any Village publicity we can find in the public domain, building a designated place on the Village website for publicity and asking for links back to our website.

**Date of Next Meeting – Monday, March 20, 2023, at 1:30 p.m.**

### **Recess/Adjournment**

Chair Milliman recessed to the closed meeting at 2:32 p.m. The closed meeting to discuss a contractual matter adjourned at 2:52 p.m.

  
Joan Milliman, Chair  
Media and Communications Committee



OPEN MEETING

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

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

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

**ADVISORS:**

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Elsie Addington, Juanita Skillman, Maggie Blackwell

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

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

**7. Response to Member Comments**

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

**Reports**

**8. Director's Report**

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

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

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

**Items for Discussion**

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Items for Future Agendas:**

None.

**Concluding Business:**

**Committee Member Comments:**

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

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

**Adjournment:**

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

*Don Tibbetts*  
Don Tibbetts (Feb 14, 2023 15:44 PST)



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

The Hybrid Model Meeting of the Security and Community Access Committee was held on Monday, October 31<sup>st</sup>, 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 29<sup>th</sup>, 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 27<sup>th</sup>, 2023. Canceled meeting on December 26<sup>th</sup>, 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 1<sup>st</sup>, 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 27<sup>th</sup>, 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

THIS PAGE LEFT BLANK INTENTIONALLY



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

**Tuesday, January 31, 2022 at 9:30 AM**

### **HYBRID MEETING**

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

**MEMBERS ABSENT:** None

**ADVISORS PRESENT:** Tom Soule

**OTHERS PRESENT:** Grace Stencel, Doug Gibson, Rick Kopps

**STAFF PRESENT:** Cody DeLeon, Ed Green

**THE MEETING WAS CALLED TO ORDER:** 9:33 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 informing the board that he would be Chair of the meeting and not Tom Siviglia who was on the agenda to be Chair in Chief Nuñez absence. Chair Nuñez apologizes for the confusion.

**MEMBER COMMENTS:** No comments were made.

### **REPORTS**

**RADIO & COMMUNICATIONS:** Ed Green shared that there was only 50% participation in this month's radio drill. Some of the coordinators were having radio issues and there was some confusion over the week the drill was supposed to happen. It was suggested that it take place morning of DPTF meeting.

**OFFICE MANAGER/ADVISOR:** Tom Soule mentioned that disaster prep supplies are running low due to expiration date. Tom also stated that the location and hours of the DPTF Office minimizes foot traffic and sales.

**RECRUITMENT / RETENTION / TRAINING:** Director Skillman wanted more info on the second Clubhouse Coordinator meeting the following week. Director Skillman also recommended that the Friday news blast should include Disaster Prep information and that the Disaster Prep office should be included in the Docent Tour.

Chair Nuñez agrees and wants to coordinate schedule with Media and Communications.

Director Mukhopadhyay also agrees and thinks the DPTF office need a change in location to improve foot traffic.

**GRF BOARD:** Director Mukhopadhyay continues to help for any risk/safety assessments that my assist in training.

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

**THIRD BOARD:** Director Cook wants to coordinate training and education with the Orange County Fire Authority (OCFA).

Director Mukhopadhyay seconded recommending a fire drill.

Chair Nuñez emphasizes that proper training and education will take 1-3 years. Chair Nuñez also states that Security Admin Coordinator Cody DeLeon and Ed Green will work together to coordinate Clubhouse Coordinator meetings once a month with Ed making creating agendas and curriculum.

**TOWERS:** Director Stevens mentioned that the Towers had both elevators down for one week during which the DPTF radios were utilizes 3 times daily to conduct safety and welfare checks on residents in the towers. This also helped coordinate the delivery of food and groceries to residents during the flooding caused by the storm.

**PET EVACUATION SUBMIT COMMITTEE:** Sandy Benson shared the success of Santa Paws event as well as the Village Bazaar event where over 50 pet forms were given out to residents as well as 6 new coordinator sign ups and over 100 file of life cards given out over the span of only 4 hours.

## **DISCUSSIONS AND CONSIDERATIONS**

**Initiating the Culture of Preparedness:** Ed Green discussed his ICP rubric and mentioned his previous involvement with CERT.

**Discuss Good Neighbor Captains Program:** DPTF coordinator Ed Green and Coordinator Cody DeLeon will conduct an audit of past and newly registered good neighbor captains.

Member Grace Stencil voiced concerns of Good Neighbor Captains being left out of the loop with information and updates.




## ITEMS FOR FUTURE AGENDAS

**MEMBER COMMENTS:** Multiple members made comments

**NEXT MEETING:** March 28<sup>th</sup> 2023 at 9:30 a.m.

**ADJOURNMENT:** 10:51 AM

**SUBMITTED BY:**

  
[Eric R. Nuñez \(Feb 18, 2023 18:31 PST\)](#)

**Chair Nuñez**

THIS PAGE LEFT BLANK INTENTIONALLY