



OPEN MEETING

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

Tuesday, March 3, 2020 - 9:30 A.M.

**Laguna Woods Village Community Center Board Room 24351 El Toro Road,
Laguna Woods, California**

NOTICE AND AGENDA

- 1. Call Meeting to Order / Establish Quorum -- President Carpenter**
- 2. Pledge of Allegiance – Director Fitzekam**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes of Meeting**
 - a. February 4, 2020 – Regular Open Session Meeting
 - b. February 20, 2020 – Special Open Meeting
- 6. Report of Chair**
- 7. VMS Update Report – Director Phelps**
- 8. CEO Report**
- 9. Open Forum (Three Minutes per Speaker) - *At this time the Speakers may address the Board of Directors regarding items not on the agenda and within the jurisdiction of the Board of Directors of the Golden Rain Foundation. There is a maximum time limit of three minutes per speaker and a speaker may only address the Board once during this period. The Board reserves the right to limit the total amount of time allotted for the Open Forum.***
- 10. Responses to Open Forum Speakers**
- 11. Consent Calendar - *All matters listed under the Consent Calendar are considered routine and will be enacted by the Board by one motion in the form listed below. In the event that 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.***

- a. Golden Rain Foundation Trust Agreement Training Seminar
- b. Termination of Golden Rain Foundation Participation on Village Energy Task Force

Recommendation from the Finance Committee:

- c. Consistent with its statutory obligations under Civil Code 5501, a subcommittee of the Board consisting of the Treasurer and at least one other Board member reviewed the United Laguna Woods Mutual preliminary financials for the month of January, 2020, and such review is hereby ratified.

Recommendation from the Recreation Department:

- d. Laguna Hills Memorial Day Half Marathon 10K and 5K

12. Unfinished Business

- a. Entertain a Motion to Approve the Revised GRF Committee Appointments Resolution
- b. Entertain a Motion to Re-Introduce a Resolution to Update the Rules for GRF Board Meetings (**FEBRUARY Initial Notification—Revised March 2020. Must postpone 28-days for Member review and comment to comply with Civil Code §4360**)
- c. Entertain a Motion to Adopt a Resolution for the 2020 Recreation Policy Update-Equestrian Center (**FEBRUARY Initial Notification—28-day review for Member comment to comply with Civil Code §4360 has been satisfied**)
- d. Entertain a Motion to Adopt a Resolution for the GRF Strategic Planning Committee Charter (**FEBRUARY Initial Notification—28-day review for Member comment to comply with Civil Code §4360 has been satisfied**)

13. New Business

- a. Entertain a Motion to Approve a Resolution for a Clubhouse 1 Renovation Ad Hoc Committee
- b. Section §5500 Operating and Reserve Accounts: Entertain a Motion to Approve a Resolution for Funding and Contract Award for AX Software Modification

14. The Board will take a 10 minute break.

15. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director English. The Committee met on February 19, 2020; next meeting April 22, 2020, at 1:30 p.m. in the Board Room.

- (1) GRF Treasurer's Report
- (2) GRF Finance Committee Report
- (3) Purchasing Task Force – President Carpenter. The Task Force met on February 10, 2020
- b. Report of the Community Activities Committee – Director Fitzekam. The Committee met on January 9, 2020; next meeting March 12, 2020, at 1:30 p.m. in the Board Room.
- c. Report of the Landscape Committee – Director Moldow. The Committee met on February 12, 2020; next meeting May 13, 2020, at 1:30 p.m. in the Board Room.
- d. Report of the Maintenance & Construction (M&C) Committee – Director Matson. The Committee met on February 12, 2020; next meeting April 8, 2020, at 9:30 a.m. in the Board Room.
 - (1) Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee – Director Troutman. The Committee met on December 12, 2019; next meeting TBA.
 - (2) Report of Village Energy Task Force – Director Moldow. The Task Force met on January 10, 2020; next meeting March 4, 2020, at 1:30 p.m. in the Board Room.
- e. Report of the Media & Communications Committee – Director Soule. The Committee met on February 19, 2020; next meeting March 16, 2020, at 1:30 p.m. in the Board Room.
 - (1) Report of the Thrive Task Force – Directors Perak. The Task Force met on February 26, 2020; the next meeting TBA.
- f. Report of the Mobility & Vehicles Committee – Director Troutman. The Committee met on February 5, 2020; next meeting April 1, 2020, at 1:30 p.m. in the Board Room.
- g. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on February 24, 2020; next meeting April 27, 2020, at 1:30 p.m. in the Board Room.
 - (1) Report of the Laguna Woods Village Traffic Hearings – Director Garthoffner. The Traffic Hearings were held on February 19, 2020; next Traffic Hearings will be held on March 18, 2020 at 9:00 a.m. in the Board Room and 1:00 p.m. in the Sycamore Room.

- (2) Report of the Disaster Preparedness Task Force – Director Troutman. The Task Force met on January 28, 2020; next meeting will be held on March 31, 2020 at 9:30 a.m. in the Board Room

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

- a. Donation by Bah'ail Club of a Bench for Aliso Creek and Two Plumeria Trees at Clubhouse 6
- b. GRF Donation Policy
- c. Approve the Americans with Disabilities Act (ADA) Compliance Policy

17. Directors' Comments

18. Recess - *At this time, the Meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935*

Closed Session Agenda

Approval of Agenda

Approval of Minutes

(a) February 4, 2020 – Regular Closed Session

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

Discuss Litigation Report Summary

19. Adjournment



OPEN SESSION

Minutes of the Regular Meeting of the Golden Rain Foundation Tuesday, February 4, 2020, 9:30 a.m. 24351 El Toro Road, Laguna Woods, California

Directors Present: Bunny Carpenter, Judith Troutman, Joe Fitzekam, Egon Garthoffner, Pat English, Bert Moldow, Jim Matson, Annette Sabol Soule, Beth Perak, Don Tibbetts, and Yvonne Horton

Directors Absent: None

Staff Present: Siobhan Foster-COO, Eileen Paulin, Ernesto Munoz, Tom McCray, Brian Gruner, Cheryl Silva and Grant Schultz

Others Present: United Mutual: Juanita Skillman, Cash Achrekar,
Third Mutual: Lynn Jarrett, John Frankel
VMS: Diane Phelps, Dick Rader
Mutual 50: Ryna Rothberg

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

President Carpenter called the meeting to order at 9:30 a.m.

2. Pledge of Allegiance – President Carpenter

Director English led the meeting in the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

A representative of the Laguna Woods Globe and the Village Television Camera Crew, by way of remote cameras, were acknowledged.

4. Approval of Agenda

Vice President Troutman made a motion to approve the agenda. The motion was seconded by Director Perak.

The directors made the proposed the following changes to the agenda:

- Delete item 13a. Resolution for a Clubhouse 1 Renovation Ad Hoc Committee and replace it with a Resolution for a GRF Strategic Planning Committee Charter.

Director English question the amendment to add the GRF Strategic Planning Committee Charter to the agenda because she believes this is not an emergency item.

President Carpenter made a motion to deem the addition of the Strategic Planning Committee Charter as urgent. The motion was seconded by Director Garthoffner.

President Carpenter called for the vote to deem the addition of the GRF Strategic Planning Committee Charter as urgent. The motion passed by the required 2/3's vote as an emergency item.

President Carpenter called for the vote on the agenda as amended and the motion passed by a vote of 10-1-0 (Director English opposed).

5. Approval of Minutes

5a. Regular Open Meeting on January 7, 2020

Director Soule made the motion to approve the minutes as presented. The motion was seconded by Director Fitzekam.

Discussion ensued among the directors.

President Carpenter called for the vote on the minutes as presented and the motion passed unanimously.

6. Report of the Chair

President Carpenter thanked residents for being supportive. Vice President Troutman spoke about the easements on Santa Maria and the mall at Laguna Hills.

7. DPTF Update Report—Director Troutman

Director Troutman gave an update from the last Disaster Preparedness Task Force Meeting on January 28, 2020. The committee meets bimonthly.

- Task Force sells emergency supplies.
- Tom Soule is now an advisor on the Committee.
- February 12, 2020 from 2-4 p.m. at Clubhouse 3 is a Good Neighbor Captain training.
- CPR training will be held on March 10, 2020 in Clubhouse 7 1-4 p.m.
- She urged Members to update their emergency contract information.
- Next meeting will be held for the Task Force on March 31, 2020 at 9:30 a.m. in the Board Room. The charter for the Task Force will be reviewed for compliance to GRF Bylaws.
- Please sign letter to Congresswoman Katie Porter to sponsor HR 5337, Disaster Assistance Equity Act of 2019.

8. CEO Report

Siobhan Foster-COO recognized Eileen Paulin, Media & Communications Director to give a presentation on the Village Breeze Magazine:

a. Presentation on the Village Breeze Magazine

Eileen Paulin gave a presentation on the new Village Breeze Magazine

9. Open Forum (Three Minutes per Speaker)

Members spoke on the following topics:

- A Member commented about the benefits of the Laguna Woods Village Foundation;
- A Member commented about PAC needs;
- A Member commented need for flag lines at pool 2;
- A Member commented the electrical and sound needs at the Performing Arts Center (PAC) system;
- A Member commented about the need for more EV charging stations;
- A Member commented about the loss of sports channels;
- A Member commented about the needs at the PAC Center;
- A Member commented about the Harassment Policy;
- A Member commented about the grant deed for Laguna Woods Village;
- A Member commented about the pilot program for the Handyman Services Program;
- A Member commented about the cost savings by eliminating the sports channels;
- A Member commented about the needs for improvements at the PAC Center and need for more meeting rooms;

10. Responses to Open Forum Speakers

Several Directors responded to and provided input regarding member comments.

- Vice President Troutman commented about the improvements approved for the PAC;
- Ernesto Munoz gave an update on the PAC contract;
- Director Moldow and Soule asked questions about the PAC contract bids;
- Director Soule commented about the reasons for the elimination of two sports channels and how that decision was made;
- Director English commented about the cost involved in converting the EV Charging Stations to 110 to 220;
- Director Moldow commented that an adaptor can be purchased that resident can borrow while they are charging their car. It is currently being looked at by the Energy Committee;
- Director Fitzekam commented about the Broadband channels;
- Director Soule commented about the Angel games being played at

one of the clubhouses.

- Director Tibbets commented about the sports channels;
- Director Moldow commented about the cost for these two channels;
- Director Horton asked about the Harassment Policy and the sports channels;
- Director Perak commented about the needs at the PAC Center and the need for more meeting rooms;
- Director Moldow commented about the Handyman Program and asked staff to check into the County Records about the name Leisure World should be Laguna Woods Village.

11. Consent Calendar

11a. Ratify the decision to award a contract to Mission Landscape, Inc. in the amount of \$50,000 for slope landscape maintenance.

11b. Revised Appointment of Officer Resolution

RESOLUTION 90-20-10 **APPOINTMENT OF OFFICERS**

RESOLVED, on February 4, 2020, pursuant to the Golden Rain Foundation Bylaws Article 9 - Officers, which sets guidelines, terms and responsibilities for the election of Officers to this Corporation, the following persons are hereby elected to the office indicated next to their names to serve:

Bunny Carpenter	President
Judith Troutman	First Vice President
W. Joe Fitzekam	Second Vice President
Egon Garthoffner	Secretary
Pat English	Treasurer

RESOLVED FURTHER, that the following Staff persons are hereby appointed as ex Officio officers of this Corporation:

Jeff Parker	Vice President ex Officio
Siobhan Foster	Assistant Secretary ex Officio
Betty Parker	Assistant Treasurer ex Officio

RESOLVED FURTHER, that Resolution 90-19-55, adopted November 13, 2019 hereby superseded and canceled; and

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

Recommendation from the Finance Committee:

- 11c.** Consistent with its statutory obligations a subcommittee of the Board consisting of the Treasurer and at least one other board member reviewed and approved Golden Rain Foundation financials for the month of December 2019 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

Vice President Troutman made a motion to approve the Consent Calendar as presented. The motion was seconded by Director Moldow and passed by a vote of 10-1-0 (Director English opposed).

12. Unfinished Business

- 12a.** Entertain a Motion to Approve the Revised GRF Committee Appointment Resolution

Director Garthoffner read the following resolution:

RESOLUTION 90-20-08
GRF COMMITTEE APPOINTMENTS

RESOLVED February 4, 2020, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning Committee

Pat English, Chair (GRF)
Bunny Carpenter (GRF)
Yvonne Horton (GRF)
Jon Pearlstone, (Third)
Steve Parsons (Third)
Lynn Jarrett, Alternate (Third)
Sue Margolis (United)
Manuel Armendariz (United)
Brian Gilmore, Alternate (United)
~~Elsie Addington, Alternate (United)~~
Al Amado, (Mutual 50)

Community Activities Committee

Joe Fitzekam, Chair (GRF)
Bunny Carpenter (GRF)
Yvonne Horton (GRF)
Cush Bhada, (Third)
Annie McCary (Third)
Jon Pearlstone, Alternate (Third)
Craig Wayne, Alternate (Third)
Andre Torng, (United)
Juanita Skillman (United)
Elsie Addington, Alternate (United)
Ryna Rothberg, (Mutual 50)
Advisor: Janey Dorrell, Ed Tao and Roland Boudreau

Finance Committee

Pat English, Chair (GRF)
Judith Troutman (GRF)
Annette Sabol Soule (GRF)
Jon Pearlstone, (Third)
Reza Karimi, (Third)
Robert Mutchnick, Alternate (Third)
Sue Margolis (United)
Brian Gilmore (United)
~~Elsie Addington (United)~~
Manuel Armendariz, Alternate (United)
Al Amado, (Mutual 50)

Purchasing Ad Hoc Committee (new)

Bunny Carpenter, Chair (GRF)
Judith Troutman (GRF)
Annette Sabol Soule (GRF)
Carl Randazzo (United)
Manuel Armendariz (United)
Brian Gilmore, Alternate (United)
Jon Pearlstone (Third)
Steve Parsons (Third)
Cush Bhada, Alternate (Third)
~~Robert Mutchnick, Alternate (Third)~~

Landscape Committee

Bert Moldow, Chair (GRF)
Jim Matson, (GRF)
Yvonne Horton (GRF)
Lynn Jarrett, (Third)
Reza Karimi, (Third)
Ralph Engdahl, Alternate (Third)
Manuel Armendariz, (United)

Andre Torng (United)
Neda Ardani, Alternate (United)
Vacant (Mutual 50)
Advisors: None

Maintenance & Construction Committee

Jim Matson, Chair (GRF)
Egon Garthoffner, Co-Chair (GRF)
Joe Fitzekam (GRF)
Jon Pearlstone (Third)
Cush Bhada (Third)
John Frankel, Alternate (Third)
Craig Wayne, Alternate (Third)
Robert Mutchnick, Alternate (Third)
Carl Randazzo, (United)
Reza Bastani (United)
Brian Gilmore, Alternate (United)
Ryna Rothberg, (Mutual 50)
Advisors: None

PAC Renovation Ad Hoc Committee

Judith Troutman, Chair (GRF)
Joe Fitzekam (GRF)
Bunny Carpenter (GRF)
Jon Pearlstone, (Third)
Cush Bhada, (Third)
John Frankel, Alternate (Third)
Steve Parsons, Alternate (Third)
Carl Randazzo, (United)
Juanita Skillman (United)
Sue Margolis, Alternate (United)
Board Members by Rotation (Mutual 50)
Advisor: Sharon Molinari

Media and Communications

Annette Sabol Soule, Chair (GRF)
Pat English (GRF)
Beth Perak (GRF)
Annie McCary (Third)
Lynn Jarrett (Third)
Craig Wayne, Alternate (Third)
Juanita Skillman, (United)
Elsie Addington, (United)
Neda Ardani, Alternate (United)
Ryna Rothberg, (Mutual 50)
Advisors: Carmen Pacella, Frank Tybor, Tom Nash

Mobility & Vehicles Committee

Judith Troutman, Chair (GRF)
Don Tibbetts, Co-Chair (GRF)
Egon Garthoffner (GRF)
Craig Wayne (Third)
John Frankel, (Third)
Cush Bhada, Alternate (Third)
Jon Pearlstone, Alternate (Third)
Elsie Addington, (United)
Reza Bastani (United)
Neda Ardani, Alternate (United)
~~Brian Gilmore, Alternate (United)~~
John Dalis, (Mutual 50)
Advisor: Vashi Williams

Security and Community Access

Don Tibbetts, Chair (GRF)
Bert Moldow (GRF)
Jim Matson (GRF)
Reza Karimi (Third)
Robert Mutchnick (Third)
Ralph Engdahl, Alternate (Third)
Steve Parsons, Alternate (Third)
Neda Ardani (United)
Cash Achrekar (United)
Brian Gilmore, Alternate (United)
John Dalis (Mutual 50)

Disaster Preparedness Task Force

Judith Troutman, Chair (GRF)
Annette Sabol Soule, (GRF)
Bert Moldow, (GRF)
John Frankel, (Third)
Annie McCary, (Third)
Ralph Engdahl, Alternate (Third)
Craig Wayne, Alternate (Third)
Cash Achrekar, (United)
Neda Ardani (United)
Reza Bastani, Alternate (United)
Board Members by Rotation (Mutual 50)
Advisors: Tom Soule, Bruce Bonbright

GRF Resident/Staff Relation Policy Ad Hoc Committee

~~Bunny Carpenter, Chair (GRF)~~
~~Judith Troutman (GRF)~~
~~Yvonne Horton (GRF)~~

Strategic Planning Committee

Annette Sabol Soule, Chair (GRF)
Joe Fitzekam (GRF)
Yvonne Horton (GRF)

OTHER COMMITTEES:

Laguna Woods Village Traffic Hearings

Egon Garthoffner, Alternate Chair (GRF)
Judith Troutman, Alternate Chair (GRF)
Craig Wayne (Third)
Robert Mutchnick (Third)
John Frankel (Third)
Annie McCary, Alternate (Third)
Ralph Engdahl, Alternate (Third)
Elsie Addington (United)
Neda Ardani, Alternate (United)
Board Members by Rotation (Mutual 50)

Village Energy Task Force

Bert Moldow, Chair (GRF)
Carl Randazzo, Vice Chair (United)
Judith Troutman (GRF)
John Frankel (Third)
Cush Bhada, (Third)
Ralph Engdahl, Alternate (Third)
Reza Karimi, Alternate (Third)
Craig Wayne, Alternate (Third)
Sue Margolis (United)
Board Members by Rotation (Mutual 50)

Select Audit Task Force

Pat English (GRF)
Diane Phelps (GRF)

RESOLVED FURTHER, that Resolution 90-20-02 adopted January 7, 2020, is hereby superseded and cancelled; and

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

Director Garthoffner made a motion to approve the revised GRF Committee Appointments Resolution. The motion was seconded by Director Troutman.

Discussion ensued among the directors about changes to the resolution.

Vice President Troutman made an amendment to add to the GRF Committee Appointment Resolution the Select Audit Task Force and Strategic Planning Committee and remove the GRF Relation Policy Ad Hoc Committee. The amendment was seconded by Director Garthoffner.

Discussion ensued among the directors.
Director English questioned the addition of items unless they are deemed as an emergency.

Vice President Troutman made an amendment to add urgency to the amendment. Director Soule seconded the amendment.

President Carpenter called for a vote to deem the additional Committees as urgent and received the required 2/3 vote for emergency additions.

Discussion ensued among the directors.

By consensus, the selection of advisors for the Village Energy Task Force will be determined later when the correct names are established.

President Carpenter called for the vote of the motion as amended and the motion passed by a vote of 10-1-0 (Director English opposed).

13. New Business

This item was removed and replaced with 13a. Strategic Planning Committee Charter

13a. Entertain a Motion to Approve a Resolution to Form a Clubhouse 1 Renovation Ad Hoc Committee

This item was added to the agenda:

13a. Entertain a Motion to Approve the GRF Strategic Planning Committee Charter

Director Garthoffner read the following resolution:

RESOLUTION 90-20-xx **GRF STRATEGIC PLANNING COMMITTEE CHARTER**

WHEREAS, a Strategic Planning Committee has been established pursuant to Article 7, Section 7.1 of the bylaws of the corporation:

NOW THEREFORE BE IT RESOLVED, February 4, 2020, the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Committee, as follows:

1. Perform the duties imposed upon all standing committees as set forth in the resolution entitled, "General Duties of Standing Committees."
2. Review, evaluate, and make recommendations to the Corporate Members according to GRF bylaw 2.1.4, in relation to:
 - a. sale and/or conveyance of Golden Rain Foundation or Golden Rain Foundation of Laguna Hills Trust real estate and/or improvements, where the value of the real estate and or improvement is appraised for at least \$500,000;
 - b. lease of real estate or improvement in excess of 1 year;
 - c. acquisition of real estate, where the total amount to be paid is at least \$500,000;
 - d. expansion of facilities or construction of new facilities, either the construction of a new facility or an addition to an existing facility of at least 1,000 new or additional square feet or a minimum cost of \$500,000; and
 - e. any borrowing in an amount excess of \$1,000,000.
3. Research alternative sources of revenue and alternative cost sharing models and make recommendations to the Board.
4. ~~Direct the~~ In cooperation with Managing Agent ~~to~~ prepare a long-term strategic plan; review and modify the Plan as necessary, and present the Plan to the Board.
5. The Committee shall perform such other tasks as are assigned by the GRF President or Board of Directors of this corporation.

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

February Initial Notification

Should the Board endorse the proposed meeting rules, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

Vice President Troutman made a motion to approve the resolution to establish a GRF Strategic Planning Committee Charter. The motion was seconded by Director Moldow.

Discussion ensued among the directors.

Director Moldow requested changes to the wording in the resolution.
Director Troutman requested the resolution be introduced for 28-day review.

Directors Moldow made an amendment to change the wording in the resolution and introduce the resolution for 28-day review. Director Troutman seconded the amendment.

President Carpenter called for the vote on the amendment and it passed unanimously.

President Carpenter called for the vote on the motion as amended and the motion passed unanimously.

13b. Entertain a Motion to Approve GRF Capital Plan Priorities Gate 16 Driving Range Improvements Project

COO Foster gave an overview of the Gate 16 Driving Range project.

Tom McCray and Brian Gruner gave a presentation about the Gate 16 Driving Range project.

Director Matson made a motion to refer this item back to the Maintenance & Construction (M&C) Committee. The motion was seconded by Director Troutman.

Director Troutman made an amendment to not provide funding for this project at this time and to refer it back to M&C Committee to find a more economical option. The motion was seconded by Director Moldow.

Discussion ensued among the directors.

Ernesto Munoz answered questions from the Board.

Members spoke in favor of this project.

Vice President Troutman made a motion to Call for the Question. The motion was seconded by Director Moldow.

President Carpenter asked for a vote on the Call for the Question and the motion failed by a vote of 5-6-0 (Directors Horton, Soule, Perak, English, and Tibbetts opposed).

Discussion continued among the directors.

President Carpenter called for the vote on the motion as amended and the motion failed by a vote of 5-6-0 (Directors Horton, Soule, Perak, English, Fitzekam and Tibbetts opposed).

Director Tibbetts made a motion to approve funding of this project and to keep it on the 2020 project list. The motion was seconded by Director Soule.

President Carpenter called for the vote and the motion passed by a vote of 7-3-1 (Directors Troutman, Garthoffner and Moldow opposed. President Carpenter abstained)

13c. Entertain a Motion to Approve GRF 2020 Capital Plan Project Priorities

Director Troutman made a motion to approve the GRF 2020 Capital Plan projects, and remove the Gate 16 Golf Driving Range Improvement Project from the list. The motion failed for lack of a second.

Discussion ensued among the directors.

Ernesto Munoz gave an overview of the GRF 2020 Capital Plan Project priorities.

Director Soule made a motion to approve staff's recommendation for closing and defunding the GRF Capital Plan projects listed, with the exception of the Gate 16 Golf Driving Range Improvement Project. Director Moldow seconded the motion.

Director Moldow made an amendment to remove an item that was not on the project list. The amendment failed for lack of a second.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed by a vote of 9-1-0 (Director Troutman opposed).

13d. Entertain a Motion to Approve the Community Center Hours Adjustment

Director English made a motion to approve the recommendation to adjust the Community Center Fitness Center closing hours from 9 p.m. to 8 p.m. and adjust weekend opening hours from 8 a.m. to 7 a.m. Director Soule seconded the motion.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed unanimously.

13e. Entertain a Motion to Approve Revisions to the Community Activities Committee Charter

Director Garthoffner, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-09

REVISED COMMUNITY ACTIVITIES COMMITTEE CHARTER

WHEREAS, a Community Activities Committee has been established pursuant to Article 7, Section 7.1.1 and 7.1.3 of the Bylaws of this Corporation:

NOW THEREFORE BE IT RESOLVED, February 4, 2020, the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Committee, as follows:

1. Perform the duties imposed upon all standing committees as set forth in the current resolution entitled, "General Duties of Standing Committees."
2. Develop and review programs and procedures utilizing advice and assistance from the Recreation Department and make appropriate recommendations to the GRF Board for approval.
3. Review the capital requirements, service levels, and projected revenue related to Recreation Department operations and recommend appropriate action to the ~~Business Planning Committee~~ GRF Board for approval.
4. Review and evaluate all unbudgeted requests for programs, equipment, etc. and recommend appropriate action to Finance and the GRF Board respectively for approval.
5. Review and evaluate existing rules and policies, and recommend changes of the Recreation Department, as appropriate, to the GRF Board for approval.
6. Evaluate and respond to suggestions and/or complaints regarding the use, modifications, or expansion of facilities designed to meet the recreational and social needs of the community. If said modification or expansion requires additional facilities, major reconstruction or potential relocation, all suggestions recommendations shall be forwarded to the appropriate committee for consideration and prioritization.
7. Consider recommendations and encourage the participation of residents in the diverse recreational, social, educational, and cultural activities and programs provided and/or sponsored by this corporation.
8. Establish ad hoc and/or sub committees and/or study groups of CAC, as needed and consider their requests and recommendations subject to specific approval of the Board (or Mutual Boards, if a joint committee).
9. Review on a regular basis the Community Facilities Utilization Reports and summarize same as requested by the Board.
10. Review, analyze, and develop information and proposals regarding the need for fees for use of the community facilities by residents, guests, and outside

organizations.

11. Evaluate and recommend policies and/or procedures to ensure safe, clean and attractive recreation facilities and recommend changes, as appropriate, to the GRF Board for approval.

RESOLVED FURTHER, that Resolution 90-14-58 adopted October 7, 2014, 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 the purpose of this resolution.

Director Garthoffner made a motion to approve a resolution to revise the Community Activities Committee Charter. Director Soule seconded the motion.

Discussion ensued among the directors.

Director English made an amendment to add 7.1.3 to the first sentence. The amendment was seconded by Director Soule.

President Carpenter called for the vote as amended and the motion passed unanimously (Director Perak was absent for the vote).

- 13f. Entertain a Motion to Approve a Community Activities Committee (CAC) Equestrian Center Ad-Hoc Committee

Director Soule made a motion to approve the formation of a CAC Equestrian Center Ad Hoc Committee and charter. Director Horton seconded the motion.

Discussion ensued among the directors.

Members spoke in favor of this committee.

Debate occurred about the number of advisors that can serve on this committee.

President Carpenter called for the vote and the motion passed unanimously.

- 13g. Discussion the Potential Reduction of GRF Committee Meetings

Director Soule made a motion to approve reducing the number of GRF Committees and directed staff to work on this project and report back to the Board. Director Horton seconded the motion.

Discussion ensued among the directors about additional changes to the number of GRF Committees.

Director Soule made a motion for CAC to meet monthly and for the Strategic Planning Committee meet bi-monthly. The motion fails due to lack of second.

It was determined that no vote was necessary on this item. The report was for informational purposed only.

- 13h. Entertain a Motion to Approve a Resolution to Update the Rules for GRF Board Meetings (FEBRUARY Initial Notification—must postpone 28-days for Member review and comment to comply with Civil Code §4360)**

Director Garthoffner, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-xx
GOLDEN RAIN FOUNDATION RULES FOR BOARD MEETINGS

WHEREAS, the Open Meeting Act, Civil Code §§4900-4950, provides an ongoing right for each member of Laguna Woods to participate in the governance of the community; and

WHEREAS, the Golden Rain Foundation Board of Directors recognizes the need to facilitate effective, efficient and orderly board meetings for the benefit of the community while protecting members' rights to observe and participate in the governance process; and

NOW THEREFORE BE IT RESOLVED, DATE, the Board of Directors of this Corporation hereby approves the Golden Rain Foundation Rules for Board Meetings, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-11-135 adopted November 22, 2011 is hereby suspended in its entirety and cancelled;

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.

February Initial Notification

Should the Board endorse the proposed meeting rules, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

Director Moldow made a motion to table this item approve a resolution to update the GRF Rules for Board Meetings. Director Perak seconded the motion.

Discussion ensued among the directors.

Legal Counsel recommended that the Board postpone this item to a future date instead of tabling this item.

Director Soule made an amendment to postpone this item until the March 2020 Board meeting. Director Matson seconded the motion.

President Carpenter called for the vote on the motion as amended and the motion passed unanimously.

- 13i. Entertain a Motion to Approve 2020 Recreation Policy Update-Equestrian Center (FEBRUARY Initial Notification—must postpone 28-days for Member review and comment to comply with Civil Code §4360)

Director Garthoffner, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-xx
EQUESTRIAN CENTER PRICING POLICY

WHEREAS, according to Resolution 90-12-132, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding, to minimize over-usage, and to recover operating costs; and

WHEREAS, the Board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes;

NOW THEREFORE BE IT RESOLVED, March 3, 2020, that the Board of Directors of the Corporation hereby adopts a revised GRF Pricing policy relative to the Equestrian Center:

Horse Boarding

- A Horse Boarding Fee shall be charged, monthly, to residents who wish to board their horse(s) at the Equestrian Center.
- The fee, rounded up to the nearest dollar, shall be based on the estimated monthly cost to board a resident's owned or leased horse, and **65%** shared (subsidized) by the community at large.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, and percentage shared by the community at large.
- The GRF Board of Directors will periodically review the estimated monthly cost of boarded horses and determine what shared percentage to apply in order to maintain an equitable and reasonable division between the user and the monthly assessment (per Resolution 90-12-132, Guidelines for Shared Costs and Fees).
- The cost of feed will be fully absorbed by the resident based on

their selection from the menu of options.

Horse Trailer Storage & Horse Transportation Fees

- If space allows, residents may store their horse trailers at the Equestrian Center. The fee to store a horse trailer shall be 50% of the ~~the same as that charged~~ charge for a recreational vehicle in the RV Storage Lots.
- GRF shall be reimbursed the cost of transporting a horse for a resident. The costs include: labor, fuel, and wear and tear on the trailer and vehicle.

Trail Ride Fees

- A separate fee shall be charged for trail rides for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to lead the trail ride; and
 - for residents, 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Lesson Fees

- Fees shall be charged for individual and group lessons for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to provide the lesson; and
 - for residents, 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Horse Rental Fee

- A resident fee and a guest fee shall be charged for the use of a GRF owned horse for lessons and trail rides.
- The fees, rounded up to the nearest dollar, shall be based on the estimated hourly cost of a GRF owned horse; and
 - for residents, 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time, retroactive billing for the 2020 storage fees will occur, and Resolution 90-15-02 adopted January 6, 2015, is hereby superseded and canceled; and

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

February Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

Director Garthoffner made a motion to introduce a resolution the 2020 Recreation Policy--Equestrian Center Pricing policy update to set the Horse Trailer Storage Fee at 50% of RV Lot rental fee for 28-day review. Director Moldow seconded the motion.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed by a vote of 10-1-0 (Director Moldow opposed).

14. The Board took a 10 minute break.

15. Committee Reports

15a. Report of the Finance Committee/Financial Reports – Director English gave a presentation on the Treasurer’s Report, resale and leasing updates. The Committee met on December 18, 2019; next meeting February 19, 2020, at 1:30 p.m. in the Board Room.

(1) Purchasing Task Force – President Carpenter. The Task Force met on January 22, 2020.

15b. Report of the Community Activity Committee – The Committee met on January 9, 2020; next meeting March 12, 2020, at 1:30 p.m. in the Board Room.

15c. Report of the Landscape Committee – Director Moldow gave an update from the Landscape Committee. The Committee met on December 4, 2019; next meeting February 12, 2020, at 1:30 p.m. in the Board Room.

15d. Report of the Maintenance & Construction Committee – Director Garthoffner gave an update from the last Maintenance & Construction Committee. The

Committee met on January 13, 2020; next meeting February 12, 2020 at 9:30 a.m. in the Board Room.

- (1) Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee – Vice President Troutman. The Committee met on December 12, 2019; next meeting TBA.
 - (2) Report of Village Energy Task Force – Director Moldow gave an update from the last meeting. The Task Force met on January 10, 2020; next meeting TBA.
- 15e.** Report of the Media & Communications Committee – Director Carpenter gave an update from the Media & Communications Committee. The Committee met on January 22, 2020; next meeting February 19, 2020, at 9:30 a.m. in the Board Room.
- (1) Thrive Task Force Report – The Task Force met on January 22, 2020; the next meeting TBA.
- 15f.** Report of the Mobility & Vehicles Committee – Vice President Troutman gave an update from the Mobility & Vehicles Committee. The Committee met on November 27, 2019; next meeting February 5, 2020, at 1:30 p.m. in the Board Room.
- 15g.** Report of the Security & Community Access Committee – Director Tibbetts gave an update from the Security & Community Access Committee. The Committee met on January 20, 2020; next meeting February 24, 2020, at 1:30 p.m. in the Board Room.
- 16. Future Agenda Items** - *All matters listed under Future Agenda Items are Resolutions on 30-day public review or items for a future Board Meeting. 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.*

President Carpenter commented that agenda item (16b) should be removed from the agenda because there is no longer a need for this Committee.

- a. Donation by Bah'ail Club of a Bench for Aliso Creek and Two Plumeria Trees at Clubhouse 6
- b. Revised Resolution for Resident/Staff Relations Policy (November initial notification-referred to GRF Resident/Staff Relations Ad Hoc Committee for revisions)
- c. Accept Applications and Appoint GRF/VMS Directors after GRF Annual Meeting in November, 2020, (review in 2020 before election schedule is approved)
- d. GRF Donation Policy

17. Directors' Comments - None

- 18. 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.*

The meeting was recessed at 2:00 p.m.

Summary of Previous Closed Session Meetings per Civil Code Section §4935.

During the January 7, 2020, Regular Closed Session, the Board:

Approved the Agenda

Approved the Minutes of:

(a) December 3, 2019—Regular Closed Session

Approve Write-Off of Client ID 769 (Leakbusters)

Approved Write-Off of Customer ID 761 (American Mortgage Fund)

Approved Write-Off of Client ID 748 (Campus Jax)

Discussed and Considered Personnel Matters

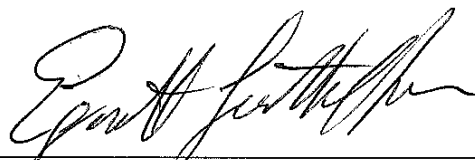
Discussed and Considered Contractual Matters

Discussed and Considered Litigation Matters

Discussed Litigation Report Summary

19. Adjournment

The meeting was adjourned at 5:10 p.m.



Egon Garthoffner, Secretary of the Board
Golden Rain Foundation

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OPEN SESSION

**Minutes of the Special Meeting of the Golden Rain Foundation
Thursday, February 20, 2020, 11:00 a.m.
Willow Room
24351 El Toro Road, Laguna Woods, California**

Directors Present: Bunny Carpenter, Judith Troutman, Pat English, Egon Garthoffner, Joe Fitzekam, Jim Matson, Beth Perak, Annette Sabol Soule, Don Tibbetts, Bert Moldow and Yvonne Horton

Directors Absent:

Staff Present: Jeff Parker, Siobhan Foster, and Grant Schultz

Others Present: United Mutual: Juanita Skillman and Elsie Addington
Third Mutual: Steve Parsons

1. Call to Order and Establish Quorum

President Carpenter called the meeting to order at 11:00 a.m.

2. Approval of Agenda

By consensus the Board approved the agenda as presented.

3. Member Comments

- Director Soule made a comment that she was glad to see the number of candidates.

4. Entertain a Motion to Appoint One GRF-VMS Board Member (term ending 2020) and One GRF-VMS Board Member (term ending 2021)

President Carpenter introduced the candidates running for the two vacancies on the VMS Board representing GRF:

Stephanie Brown
Joan Milliman
Beth Perak
Mary Stone
James Tung

President Carpenter gave each candidate three (3) minutes to give their candidate statement.

Each Candidate was given two (2) minutes to respond to director questions.

The Board voted by secret ballot. President Carpenter announced the Candidates with the two top votes.

There was a tie for top Candidate. President Carpenter asked the two top candidates for which term they would like to serve and James Tung was put into the term ending in 2020 and Stefanie Brown into the term ending 2021.

Director Matson made a motion to appoint James Tung as the GRF-VMS Board Member (term ending 2020) and appoint Stefanie Brown as the GRF-VMS Board Member (term ending 2021) to be seated immediately following the meeting. The motion was seconded by Director Moldow.

President Carpenter called for the vote and the motion passed unanimously.

5. Director Comments

- Several Directors congratulated the new VMS Directors.

6. Adjournment

There being no further business, the special open meeting was adjourned at 11:49 a.m.



Egon Garthoffner, Secretary of the Board
Golden Rain Foundation

STAFF REPORT

DATE: March 3, 2020
FOR: Board of Directors
SUBJECT: Golden Rain Foundation Trust Agreement Training Seminar

RECOMMENDATION

Authorize the presentation of a training seminar on the Golden Rain Foundation Trust (GRF) Agreement for board members and staff to be provided by Jeffrey A. Beaumont, Esq., Beaumont Tashjian.

BACKGROUND

The GRF Trust Agreement, dated March 2, 1964, was recorded in the Orange County Recorder's Office on March 6, 1964, as Document No. 6217 in Book 6953, Page 519, as amended (the "Trust Agreement"). The Golden Rain Foundation of Laguna Woods is the Trustee of the Golden Rain Foundation of Laguna Hills Trust (the "Trust") created by the Trust Agreement. United Laguna Woods Mutual, Third Laguna Hills Mutual, and Laguna Woods Mutual No. Fifty are the trustors and beneficiaries of the Trust, and the only current Cooperatives, as that term is defined by and provided in the Trust Agreement.

On August 13, 2018, the Corporate Members approved an amendment to the Trust Agreement extending its term for 20 years from March 2, 2024, pursuant to the Trust's Article VI and California Civil Code Section 4265 et seq.

DISCUSSION

Due to the recent extension of the Trust Agreement, annual turnover of board members, and relatively new executive management team, the need for training on the Trust Agreement is apparent and it is proposed that Attorney Beaumont, legal counsel for United Mutual, provide the training seminar due to his expertise with the Trust Agreement.

The proposed training seminar is titled: GRF Trust Agreement: Fact of Fiction? The seminar would feature an in-depth discussion on what the Trust Agreement says, doesn't say and may say. Mr. Beaumont would lead the boards in an interactive discussion about the Trust Agreement and its applicability to GRF and the mutuals. Areas to be discussed include, among others, the scope of the Trust Agreement and its applicability to the mutuals; the scope of the authority of GRF; how the Trust Agreement relates to GRF's Bylaws for purposes of operations and management; Trust/Probate law; areas of risk; and more.

FINANCIAL ANALYSIS

The cost of the training seminar is approximately \$3,000.

Prepared By: Siobhan Foster, COO

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STAFF REPORT

DATE: March 3, 2020
FOR: Board of Directors
SUBJECT: Termination of Golden Rain Foundation Participation on Village Energy Task Force

RECOMMENDATION

Approve the termination of the Golden Rain Foundation's (GRF) participation in the Village Energy Task Force following the March 4, 2020 task force meeting.

BACKGROUND

On August 7, 2018, the board approved the charter for the creation of a Village Energy Task Force. Subsequently, on August 14, 2018 the United Laguna Woods Mutual board of directors approved the charter and on August 21, 2018, the Third Laguna Hills Mutual board of directors approved the same. The mission of the task force is to identify and recommend to all boards, investments in energy technologies that will address economic, environmental and aesthetic issues of the three corporations with the common goal to enhance the wellbeing of residents.

DISCUSSION

To comply with the requirements of Section 7.1 of the GRF Bylaws governing the composition of standing committees and other committees, GRF is unable to continue participation in the Village Energy Task Force after the task force meeting scheduled for March 4, 2020.

With the proposed end to GRF participation on the task force and the importance of continuing to reduce costs, increase revenues, implement operational efficiencies and enhance environmental stewardship in the area of energy technologies, GRF and the housing mutuals are exploring the use of a "research group" to identify emerging trends, technologies and best management practices in this and other areas impacting Laguna Woods Village. Under the proposed "research group" concept, groups would be sponsored solely by the housing mutuals and open to qualified resident volunteers with an emphasis on research, identifying trends and consulting with subject matter experts inside and outside the Village.

FINANCIAL ANALYSIS

None.

Prepared By: Siobhan Foster, COO

Reviewed By: Jeffrey C. Parker, CEO
Laurie Chavarria, Executive Assistant

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STAFF REPORT

DATE: March 3, 2020
FOR: GRF Board of Directors
SUBJECT: Laguna Hills Memorial Day Half Marathon 10K and 5K

RECOMMENDATION

Staff recommends that GRF host the Laguna Hills Memorial Day Half Marathon, 10K and 5K event.

BACKGROUND

For the past 20 years, Laguna Woods Village has hosted a portion of the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event. The race is a collaboration between the hospital, the City of Laguna Hills, and the Golden Rain Foundation and Laguna Woods Village, who created the 5k event in 1994. The event is scheduled for May 25, 2020, and is expected to draw nearly 8,000 runners and spectators.

DISCUSSION

The City of Laguna Hills has once again requested that the Golden Rain Foundation allow a portion of the course to traverse the Village (Attachment 1).

If approved by GRF and United Laguna Woods Mutual, the course would begin on Calle de La Louisa, and enter the Village by way of Gate 2, traverse around Via Estrada, to Calle Aragon, to Avenida Sevilla, to Avenida Majorca and back to Via Estrada and back out Gate 2 (Attachment 2).

Gates 2 and 4 would be closed from 5:45-8:30 a.m. The following Cul-de-sacs would be closed from 6:30 a.m.- 8:30 a.m.: 9, 10, 21, 22, 23, 24, 40, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60 and 61.

Signs would be placed along the course a week in advance of the event, advising residents that no driving would be allowed during the race and no parking would be allowed on the race course between 5:30 and 8:30 a.m. on race day. In addition, Staff would include the notice in the "What's Up in the Village" weekly blast on May 15 and 22; in the Globe; and send robo phone calls to those households affected by the race closures.

Please see the request letter from the City of Laguna Hills (Attachment 1) for more information on the race.



FINANCIAL ANALYSIS

None.

Prepared By: Brian Gruner, Recreation and Special Events Director
Reviewed By: Siobhan Foster, Chief Operating Officer

ATTACHMENT(S)

Attachment 1: Request Letter from the City of Laguna Hills
Attachment 2: Laguna Hills Half Marathon, 10K and 5K Course Map

Attachment 1



Brian Gruner
Director of Recreation
Laguna Woods Village
24351 El Toro Road
Laguna Woods, CA. 92637

Dear Mr. Gruner:

For the past twenty years, both avid runners and community members have enjoyed the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, Honoring the USMC Dark Horse Battalion event over the Memorial Day weekend. The community event has been successful for many reasons, primarily due to the collaboration between the hospital, the City of Laguna Hills, and the Golden Rain Foundation and Laguna Woods Village, who created the 5k event in 1994. The event is scheduled for Monday May 25, 2020, and is once again expected to draw nearly 8,000 runners and spectators.

The City of Laguna Hills is again working with Renegade Racing as the event management company. It is our hope that as in years past, the Golden Rain Foundation and Laguna Woods Village will allow the participants to run or walk through its beautiful community. The proposed course for the 5k is the same that was used for last year's event, and the half marathon and 10K will once again follow the 5k route for the first three miles of the race. The goal again is to minimize the impact on your residents by having participants enter and exit through Gate 2, which will allow complete access to Gate 3 for the duration of the event. Staff from Renegade Racing and community volunteers will be available to ensure that the road closures run smoothly.

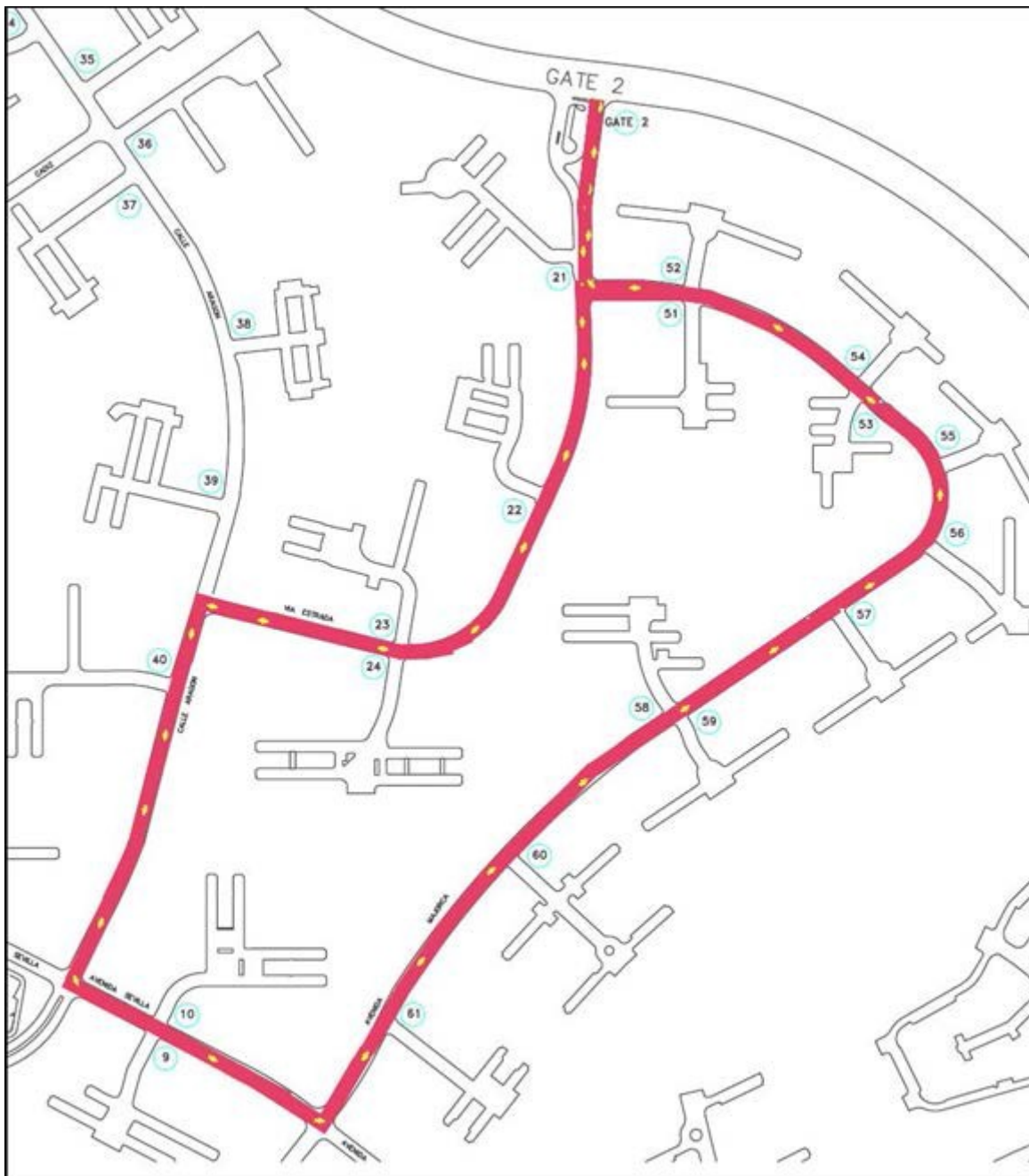
The generosity of the Golden Rain Foundation and Laguna Woods Village has contributed to the event's success for twenty years. Many of the participants consider the loop through the village to be the highlight of the course. A booth will be provided to Laguna Woods Village in the event expo, along with other promotional opportunities. We look forward to celebrating the 21 year anniversary of the event, and to working with the Golden Rain Foundation and Laguna Woods Village staff.

Thank you for your consideration of the request. If you have any questions or concerns, please feel free to contact me at (949) 707-2686.

Sincerely,

Dan Meehan
City of Laguna Hills

**Attachment 2: Laguna Hills Half Marathon, 10K and 5K Course Map
(Laguna Woods Village)**





RESOLUTION 90-20-xx
GRF Committee Appointments

RESOLVED March 3, 2020, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning Committee

Pat English, Chair (GRF)
Bunny Carpenter (GRF)
Yvonne Horton (GRF)
Jon Pearlstone, (Third)
Steve Parsons (Third)
Lynn Jarrett, Alternate (Third)
Sue Margolis (United)
Manuel Armendariz (United)
Brian Gilmore, Alternate (United)
Al Amado, (Mutual 50)

Community Activities Committee

Joe Fitzekam, Chair (GRF)
Bunny Carpenter (GRF)
Yvonne Horton (GRF)
Annie McCary (Third)
Cush Bhada, (Third)
Jon Pearlstone, Alternate (Third)
Doug Gibson, Alternate (Third)
Craig Wayne, Alternate (Third)
Andre Torng, (United)
Juanita Skillman (United)
Elsie Addington, Alternate (United)
Ryna Rothberg, (Mutual 50)
Advisor: Janey Dorrell, Ed Tao and Roland Boudreau

Equestrian Center Ad Hoc Committee (new)

Finance Committee

Pat English, Chair (GRF)
Judith Troutman (GRF)
Annette Sabol Soule (GRF)
Jon Pearlstone (Third)
Steve Parsons (Third)
Robert Mutchnick, Alternate (Third)

~~Reza Karimi (Third)~~

Sue Margolis (United)
Brian Gilmore (United)
Manuel Armendariz, Alternate (United)
Al Amado, (Mutual 50)

Purchasing Ad Hoc Committee (new)

Bunny Carpenter, Chair (GRF)
Judith Troutman (GRF)
Annette Sabol Soule (GRF)
Carl Randazzo (United)

~~Cash Achrekar (United)~~

Brian Gilmore, Alternate (United)

~~Manuel Armendariz (United)~~

Jon Pearlstone (Third)
Steve Parsons (Third)
Cush Bhada, Alternate (Third)

Landscape Committee

Bert Moldow, Chair (GRF)
Jim Matson, (GRF)
Yvonne Horton (GRF)
Lynn Jarrett, (Third)
Reza Karimi, (Third)
Ralph Engdahl, Alternate (Third)
Manuel Armendariz, (United)
Andre Torng (United)
Neda Ardani, Alternate (United)
Vacant (Mutual 50)
Advisors: None

Maintenance & Construction Committee

Jim Matson, Chair (GRF)
Egon Garthoffner, Co-Chair (GRF)
Joe Fitzekam (GRF)
Cush Bhada (Third)
John Frankel, ~~Alternate~~ (Third)
Jon Pearlstone, ~~Alternate~~ (Third)
~~Doug Gibson, Alternate (Third)~~
~~Craig Wayne, Alternate (Third)~~
~~Robert Mutchnick, Alternate (Third)~~
Carl Randazzo, (United)
Reza Bastani (United)
Brian Gilmore, Alternate (United)
Ryna Rothberg, (Mutual 50)

Advisors: None

PAC Renovation Ad Hoc Committee

Judith Troutman, Chair (GRF)
Joe Fitzekam (GRF)
Bunny Carpenter (GRF)
Jon Pearlstone, (Third)
Cush Bhada, (Third)
John Frankel, Alternate (Third)
~~Steve Parsons, Alternate (Third)~~
Carl Randazzo, (United)
Juanita Skillman (United)
Sue Margolis, Alternate (United)
Board Members by Rotation (Mutual 50)
Advisor: Sharon Molinari

Media and Communications

Annette Sabol Soule, Chair (GRF)
Pat English (GRF)
Beth Perak (GRF)
Annie McCary (Third)
Lynn Jarrett (Third)
Craig Wayne, Alternate (Third)
~~Doug Gibson, Alternate (Third)~~
Juanita Skillman, (United)
Elsie Addington, (United)
Neda Ardani, Alternate (United)
Ryna Rothberg, (Mutual 50)
Advisors: Carmen Pacella, Frank Tybor, Tom Nash

Mobility & Vehicles Committee

Judith Troutman, Chair (GRF)
Don Tibbetts, Co-Chair (GRF)
Egon Garthoffner (GRF)
Craig Wayne (Third)
John Frankel, (Third)
Cush Bhada, Alternate (Third)
~~Jon Pearlstone, Alternate (Third)~~
Elsie Addington, (United)
Reza Bastani (United)
Neda Ardani, Alternate (United)
John Dalis, (Mutual 50)
Advisor: Vashi Williams

Security and Community Access

Don Tibbetts, Chair (GRF)
Bert Moldow (GRF)
Jim Matson (GRF)
Robert Mutchnick (Third)
Ralph Engdahl, ~~Alternate~~ (Third)
Reza Karimi, ~~Alternate~~ (Third)
~~Steve Parsons, Alternate (Third)~~
Neda Ardani (United)
Cash Achrekar (United)
Brian Gilmore, Alternate (United)
John Dalis (Mutual 50)

Disaster Preparedness Task Force

Judith Troutman, Chair (GRF)
Annette Sabol Soule, (GRF)
Bert Moldow, (GRF)
John Frankel, (Third)
Annie McCary, (Third)
Ralph Engdahl, ~~Alternate~~ (Third)
~~Doug Gibson, Alternate (Third)~~
~~Craig Wayne, Alternate (Third)~~
Cash Achrekar, (United)
Neda Ardani (United)
Reza Bastani, Alternate (United)
Board Members by Rotation (Mutual 50)
Advisors: Tom Soule, Bruce Bonbright

Strategic Planning Committee

Annette Sabol Soule, Chair (GRF)
Joe Fitzekam (GRF)
Yvonne Horton (GRF)

OTHER COMMITTEES:

Laguna Woods Village Traffic Hearings

Egon Garthoffner, Alternate Chair (GRF)

Judith Troutman, Alternate Chair (GRF)

Robert Mutchnick (Third)

John Frankel (Third)

Ralph Engdahl, Alternate (Third)

~~Craig Wayne (Third)~~

~~Annie McGary, Alternate (Third)~~

Elsie Addington (United)

Neda Ardani, Alternate (United)

Board Members by Rotation (Mutual 50)

Village Energy Task Force

Bert Moldow, Chair (GRF)

Carl Randazzo, Vice Chair (United)

Judith Troutman (GRF)

John Frankel (Third)

Cush Bhada, (Third)

Ralph Engdahl, Alternate (Third)

Reza Karimi, Alternate (Third)

Craig Wayne, Alternate (Third)

Sue Margolis (United)

Board Members by Rotation (Mutual 50)

Select Audit Task Force

Pat English (GRF)

Diane Phelps (GRF)

Elizabeth Roper (United)

Patty Moore (Third)

RESOLVED FURTHER, that Resolution 90-20-08 adopted February 4, 2020, is hereby superseded and cancelled; and

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



February 20, 2020

Sue Margolis
President
United Laguna Woods Mutual Board of Directors
24351 El Toro Road
Laguna Woods, CA 92637

Dear President Margolis:

On February 4, 2020, and pursuant to Section 7.1 of the Golden Rain Foundation Bylaws, the Golden Rain Foundation Board of Directors unanimously approved the formation of the CAC Equestrian Center Ad Hoc Committee and charter. The purpose of the ad hoc committee is to review Equestrian Center service levels, budgets, revenue, rules and policies and create a resolution that details service level expectations and procedure for recommended rule revisions and approvals.

In accordance with the GRF Bylaws, two seats have been reserved on the CAC Equestrian Center Ad Hoc Committee for the designees of United Laguna Woods Mutual.

Please let me and Jacqueline Kupfert, Administrative Coordinator know at your earliest convenience if United Mutual will be participating on the ad hoc committee and if so, who will be representing the mutual.

Thank you in advance for your cooperation.

Sincerely,

A handwritten signature in cursive script that reads "Bunny Carpenter".

Bunny Carpenter
Golden Rain Foundation Board of Directors, President

STAFF REPORT

DATE: March 3, 2020
FOR: Board of Directors
SUBJECT: Golden Rain Foundation Rules for Board Meetings

RECOMMENDATION

Re-Introduce the resolution establishing the revised Golden Rain Foundation Rules for Board Meetings for 28-day review.

BACKGROUND

On November 22, 2011, the board adopted Resolution 90-11-135 establishing the Golden Rain Foundation Open Board Meeting Rules. This is the most recent board action involving board meeting rules.

DISCUSSION

A working group of board members has been collaborating with legal counsel to develop board meeting rules that facilitate effective, efficient and orderly board meetings for the benefit of the community. The proposed rules outline what is expected of those attending board meeting, how meetings will be conducted, and protect members' rights to observe and participate in the governance process pursuant to the Open Meeting Act, Civil Code §§4900-4950 with the exception of participation in executive session.

Following discussion at the February 4, 2020 closed session meeting, GRF legal counsel updated the Golden Rain Foundation Rules for Board Meetings to include revisions recommended by the board.

FINANCIAL ANALYSIS

None.

Prepared By: Siobhan Foster, COO
Reviewed By: Cheryl Silva, Corporate Secretary

ATTACHMENT(S)

ATT 1: Golden Rain Foundation Rules for Board Meetings
ATT 2: Resolution 90-20-XX

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GOLDEN RAIN FOUNDATION **RULES FOR BOARD MEETINGS**

I. INTRODUCTION

Successful, efficient and orderly Board meetings benefit everyone in the community. Mutual Members (“Members”) have the right to observe the open board meetings and are encouraged to attend, but meetings which are disorderly or too long can be discouraging.

These Rules inform both Director and non-Director as to what is expected of all attending Board meetings, and how meetings are conducted. The goal is orderly and efficient meetings, protection of Owners’ right to observe productive deliberations, and enhancement of the governance and the membership experience in the Golden Rain Foundation (“GRF”).

II. BOARD MEETINGS

A. Regular Board Meetings

Notice of the date, time and location of regular Board meetings will be provided by posting in the Clubhouse kiosks and the Community Center bulletin board and on the Village web site a minimum of four days before the meeting is to take place. Board meetings are open to all Mutual Members to attend and observe. Non-Members may attend only at the discretion of the Board of Directors.

Normally, regular Board meetings are held in the morning on the first Tuesday of each month. However, four days posted advance notice is always given of all open Board meetings except in case of emergency. Regular Board meetings are normally held in the Board Room on the ground floor of the Community Center at 9:30 a.m..

B. Special Meeting or Altering Location, Date or Time

If a special Board meeting is called or if the location, date or time of a Board meeting is to be changed, all Members will be notified at least four days prior to the meeting by posting in the Community Center and on the Village web site. In an emergency, the President or any two Directors may call for a Board meeting on shorter notice.

C. Attendance

Members may attend Board meetings, but Executive Session meetings are closed. A “Member” is not a tenant, guest, family, or legal counsel of the Member.

D. Agendas

1. Preparation. Agendas are prepared by the President 1, in cooperation with management staff. At least ten calendar days prior to a Board meeting, the President will inquire if any Director requests inclusion of an agenda item.

1 Any action to be taken by the President may be taken by the First Vice President or the next officer in order as stated in the By-laws if the President is unable to attend or participate.

2. Request for inclusion. Up to close of business one week prior to a Board meeting, a Director may request an item be included in an agenda, by submitting the action requested and an explanation of the reason for the request. A Director requesting an agenda item is responsible to present that item to the Board with supporting information if the item is included in the agenda.

3. Rejected agenda items. The Chair with the assistance of Management Staff shall include a requested item in the agenda unless the item:

- Has no suggested action;
- Is redundant with an item already on the agenda or was addressed in a Board meeting in the previous three months;
- Must be discussed in Executive Session;
- Would make the agenda unduly lengthy (and so will be postponed to the next agenda);
- Is sent first to a committee for recommendation; or
- Is, based on the advice of legal counsel, proposing action barred by law.

4. Board request for agenda item. Notwithstanding the foregoing, if an agenda item is requested in writing or by electronic mail by at least six Directors at least one week before the Board meeting, the Chair shall include it in the Agenda for the open meeting or the Executive Session meeting, depending upon the item.

5. Member Request for Agenda Item.

- a) A Mutual Member may request that a topic be added to the agenda, but the President with the assistance of Staff will determine in the President's discretion whether the requested topic will be included in the agenda.
- b) A topic will also be added to the agenda if at least one week prior to the scheduled Board meeting, Staff receives a petition signed by at least seventy five (75) different Members.
- c) Any requested agenda topic may be rejected or deferred under Rule D(3) above.
- d) A Member who has requested an agenda item which is placed on the agenda ("Requesting Member") may present the topic to the Board immediately before the Board begins any deliberation of the item. The Requesting Member may speak on the matter for up to five minutes. Only one person may be considered the "Requesting Member" for the purpose of addressing the Board. The Board may by majority motion give the Requesting Member more time to speak.

6. Board Packets. Board packets, meaning the agenda and supporting materials, will be made available by Staff to the Board prior to the close of business no less than five calendar days prior to the Board meeting.

7. No discussion of matters not disclosed on agenda. The Board may not discuss subjects which are not on the agenda unless the matter is determined by

a majority of the Board to involve an emergency, or unless the matter arose prior to the meeting but after the agenda was published and at least eight Directors concur that the matter requires immediate action.

Sample agenda. The following is a typical Agenda:

- Call to Order, Roll Call & Confirmation of Quorum.
- Pledge of Allegiance
- Welcome
- Announcements (including announcements required by these Rules)
- Open Forum (see Rule “F” below)
- Reading and Approval of Minutes From Previous Meeting
- Consent calendar
- CEO Report
- Receipt of Written Reports (if applicable)
 1. President
 2. Secretary/Correspondence
 3. Treasurer/Financial
 4. Special/Committee Reports (further discussion below)
- Unfinished business
- New Business
- Adjournment

E. Committees: Reports, Meetings

1. GRF Committees are welcome to present reports to the GRF Board. If a Committee has a report to present, it must be presented to staff in writing at least one week prior to the scheduled Board meeting.
2. If a Committee recommends Board action, such recommendation should be clearly highlighted and stated in the written report, either at the beginning or end of the report. If a Committee report recommends Board action, a Committee representative must be present at the Board meeting, prepared to answer questions from the Board regarding the Committee recommendation.
3. If a Committee report does not recommend any action, Directors will not ask the Committee Representative any questions, nor will Directors discuss the report. Only action items recommended by a Committee report and on the Board’s posted agenda may be discussed by the Board.
4. Any Committee reports will be included in the board packets if they are timely submitted. Committee reports which do not contain a request for action will be noted in the minutes as “received.”
5. A committee request for action shall be placed by the Chair or staff on the agenda, unless it is subject to rejection or deferral under Rule D(3).
6. A Committee Chair or designee may present an oral summary of a written

report, or other Committee highlights, with a time limit of 2 minutes. If a Committee did not meet in the month prior to the Board meeting, no oral summary or Committee highlights will be presented at the Board meeting.

F. Open Forum

The Open Meeting Act, Civil Code §§4900-4950, provides that Board meetings are open to Mutual Members (“Members”). A “meeting” under the law is “a congregation of a majority of the members of the board at the same time and place to hear, discuss, or deliberate upon any item of business that is within the authority of the board.” The Board thus may not exclude Members from attending, absent discipline imposed as provided herein. The only exception is for Executive Session as discussed further below.

1. Time for Open Forum. Open Forum will normally occur at the early portion of Board meetings. The agenda may also provide for a second Open Forum time at the end of the agenda. The Board may by motion re-open Open Forum on a specific agenda item, or reschedule Open Forum within the agenda.

2. Member’s Right to Speak. Open Forum is a valuable and legally required portion of every open Board meeting. Open Forum is the opportunity for the Member to inform the Board of matters of concern to GRF.

- a) Open Forum is only for Mutual Members. During Open Forum, a Member may speak to the Board on any topic. However, a Member may not speak twice on the same subject during a Board meeting, nor may a co-owner of the Member also speak. The purpose of Open Forum is to inform the Board of viewpoints or information of which the Board may not be aware regarding GRF matters. Therefore, although a Member may use their time to speak upon any topic of interest to the Member, Members are advised that the Board may not be as attentive to comments on matters outside the Board’s jurisdiction.
- b) At the start of Open Forum, the Chair shall ask the Members present to raise their hand if they wish to speak in Open Forum. Each member may speak for up to three minutes. In the event more than ten Members indicate a desire to speak, the time limit per speaker shall be shortened to two minutes.
- c) Open Forum is the time for Members to speak and provide additional opinions and viewpoints to the Board, and is not a time for the Board to speak. Directors will listen and not respond or otherwise interrupt a speaker during Open Forum. A response, if any, by a Director or Staff to Open Forum remarks or questions shall be after the close of Open Forum. The Chair may appoint a Director or Staff member as timekeeper.
- d) So long as the Open Forum comments comply with these Rules, neither staff, the Chair, nor other Director shall interrupt the speaker.
- e) The statements made by Members in Open Forum only those of the speaker and are not the position of the GRF or the Board, and GRF takes no responsibility as to the content of Open Forum comments. At the beginning of Open Forum, the Chair shall remind all attending as to these Rules regarding Open Forum.

3. Open Forum During Agenda Item Discussions (“Additional Open Forum”).

- a) The Agenda may designate certain action items as eligible for Additional Open Forum, meaning Member input after the initial Open Forum session, limited to a given topic.
- b) During Board deliberations of an agenda item designated for Additional Open Forum, the Chair will inquire if any Members in the audience wish to speak to the motion at hand.
- c) If the Chair sees any hands raised indicating a desire to speak, Open Forum will be reopened as Additional Open Forum, and the Members indicating a desire to speak to the topic may speak for up to two (2) minutes on the specific agenda item and on no other topic.
- d) A Member (or co-Owner of a Member) shall only speak once on a given agenda item. If the Member already spoke on an agenda item during the initial Open Forum session, that Member (or Member’s co-owner) may not speak again on that agenda item.
- e) Once the Chair determines that all have spoken who wished to speak, or that no one has indicated a desire to speak, the Chair shall announce Additional Open Forum is closed, and the Board shall resume and conclude its deliberations on the item.
- f) Additional Open Forum will only be conducted on Agenda action items on which a motion has been made and received a second, and will not be offered on Consent Calendar items, Committee Reports, or on topic upon which a topic upon which a motion which was not made or on a motion which did not receive a second.

5. Member Observation of Deliberations. Except for Open Forum or Additional Open Forum, Members may not speak to the Board, and shall quietly observe Board deliberations. Applause, boos, or other audible response to Board deliberations or decisions is out of order.

6. Addressing the Board During Open Forum. When speaking, the Member will identify Member’s name and Manor, and will stand at the speaker’s podium if physically able to stand, and will address the Board, not the audience.

G. Meeting Conduct

Directors, Members and anyone else permitted to attend the meeting will conduct themselves in a reasonable manner. The following conduct is strictly prohibited:

- Profane or obscene language;
- Slurs involving race, religion, ethnicity, national origin, gender, disability, marital status, sexual orientation, gender identity, citizenship, ancestry, language, source of income, medical condition, veteran or military status, or age;
- Shouting or yelling;
- Physical threats, including non-verbal communications such as gestures or using body language in such a way as to intimidate;
- Pounding on tables, lecterns, or other furniture or throwing items; and
- All other unreasonable and disruptive behavior which does not allow

Members to peacefully observe the proceedings, or which otherwise impedes the ability of the Board to peacefully conduct its deliberations and the Members to peacefully observe those deliberations.

Directors will also refrain from making comments which:

- Divulge information from closed sessions;
- Divulge attorney client privileged confidential advice; or
- Maliciously malign any person, business or entity.

To create a positive atmosphere, all persons present will be seated (unless some handicap exists by which they cannot be seated) and will remain seated at all times when others are speaking, except when standing in line to speak for their turn in Open Forum. Neither Directors nor anyone addressing the Board will be allowed to speak while standing or hovering over someone else. All in attendance must behave in a professional and orderly manner. Directors shall refrain from interrupting each other or from making audible “sidebar” remarks while a fellow Director is speaking. Directors shall keep their microphones off except when they are addressing the Board.

H. Violation of Rules

Anyone (Member or Director) violating these Rules may be:

- 1) First warned by the Chair,
- 2) Then warned by majority vote of the Board, and
- 3) Then by majority vote of the Board asked to leave the meeting.
- 4) In the event a person refuses to leave after the Board votes to eject the individual, the meeting shall be recessed until such time as security and/or law enforcement can be summoned to assist or until the person voluntarily leaves.

The Board may schedule a disciplinary hearing to determine whether a Member or Director will as a result of violation of these Rules be suspended from attending one or more future Board meetings as well as any other appropriate disciplinary measures.

A non-Member who is permitted to attend but disrupts a Board meeting may be ejected upon majority Board vote without warning.

I. Parliamentary Procedure

Meetings will generally follow “Robert’s Rules of Order.” In brief, there should be no discussion on an item unless and until motion is made and there is a second to the motion. A motion is a proposal that the Board takes a stand or takes action on some issue. Only Directors can make motions.

The Resolution or motion recommended by a Committee report shall be considered as a motion and need not have a second for discussion to commence, so long as the recommendation has been stated on the agenda at least four days in advance of the meeting, absent emergency.

The Chair, normally the President, may call for a motion or, if temporarily passing the gavel, may make a motion. If there is no second to a motion, the issue is dropped. If a motion receives a second, then the Chair will ask for debate and discussion. Fair play, courtesy and cooperative behavior is preferred over strict compliance with Robert’s Rules.

J. Recording of meetings; Minutes

The proceedings of Board meetings shall not be electronically recorded, except by "Village TV". Any other recording devices (audio, video or photographic) at Board or committee meetings are forbidden. The proceedings of such meetings shall be recorded in the minutes of the meeting. Minutes of Board meetings are prepared by the Secretary or, if the Board directs, by a Recording Secretary who need not be a Director. Minutes shall record actions taken, but shall not record commentary or statements by Directors, or comments during Open Forum.

K. Board Deliberations

1. Directors will deliberate only those topics on the agenda, except for emergency matters, and after a motion has been made and seconded by a Director. Unless a Director is only asking a question, Directors will indicate at the beginning of their remarks if they speak for or against the pending motion.
2. Generally, the motion initiating discussion should be made by the Director requesting the item to be placed on the agenda, but any Director may move for action recommended by a Committee Report.
3. Directors shall:
 - Cooperate to keep their remarks on the topic of a motion,
 - Speak to each other,
 - Not address the live audience or the television audience, and
 - Avoid repetition of points already made, or repeating their own previous remarks on a motion.
4. If a Director violates the standards set forth in these Rules, the Chair may remind the Director of the standard being violated, and will then request the Director to bring their conduct into compliance. In the event a Director continues to violate these Rules, the Board may proceed pursuant to subpart II(H) herein.
5. Motions may be amended in at least two ways:
 - A motion, after receiving a second, may be amended by a motion, which motion must also receive a second and a majority vote.
 - A motion may also be amended by amendment in which the author of the original motion consents to a proposed amendment to the motion. If the second also consents, the motion is amended and deliberations continue on the motion as amended.
6. There is no deliberation of items on the Consent Calendar. Any Director may at the appropriate time in the agenda ask for an item in the Consent Calendar to be removed to New Business for discussion. The consent calendar and all items remaining in it are not discussed, but passed on a single motion, second, and vote.

L. Board Comments During Meetings

- The comments of Directors, staff, consultants or other guests during Board or Committee Meetings are not comments of GRF and only the speaker's opinions.
- The position of GRF is only that expressed in Motions or Resolutions which are adopted by the Board of Directors.
- The Chair of any Board or Committee Open Meeting shall make an announcement at the beginning of the Board or Committee meeting which recites the first two sentences of this section verbatim.

M. Chair

1. The Chair shall be the President, if present at the meeting, unless the Chair passes the gavel temporarily to the First Vice President. If the First Vice President is unavailable, then the Second Vice President may serve as Chair. If neither the President, First or Second Vice President are in attendance, a majority of the Board may elect a temporary Chair.
2. The Chair may discuss and vote on any motion, unless the Chair recuses itself.
3. If the Chair wishes to make a motion, the Chair shall pass the gavel to the First Vice President or next Officer in succession until deliberation of the motion is concluded by a vote on the motion.
4. The Chair shall be entrusted with the orderly progress of the Board's deliberations. In the event the Chair perceives that deliberations have ceased to move the discussion forward (either because unanimity already exists; debate has become repetitive or otherwise unduly lengthy; positions on a motion have become clear; or because the Board is not ready to decide on the matter), the Chair shall call for a motion to close debate, or a motion to table the matter.
5. The relationship between the Board and Chair should be one of mutual respect. The Board should give respect and deference to the Chair's leadership in moving deliberations forward, while the Chair should give respect and not request a conclusion to deliberations of a matter if the Board majority wishes to continue deliberation of a topic.
6. Any Director also may move the previous question, which is not debatable, and requires a two thirds vote to conclude deliberations so that the matter being deliberated may be voted upon.

III. EXECUTIVE SESSION

A. Purpose of Executive Session

Executive Session meetings allow the Board of Directors to address issues of sensitive nature, which may involve attorney client privilege or other privacy rights. It is important that all information discussed and disclosed at these sessions remain private.

The Board may meet in Executive Session only on the following subjects:

1. Litigation or threatened litigation.
2. Formation of Contracts.
3. Member disciplinary hearings (i.e.: imposing fines or other penalties).
4. Hearings on GRF reimbursement claims against a Member
5. Member's proposal of a payment plan for delinquent assessments.
6. Voting on the decision to foreclose upon an assessment lien.
7. Personnel issues.
8. Requests for accommodation of disabilities under applicable Fair Housing laws.

Board minutes of the next open session meeting will contain a general note of the actions taken in closed session.

B. Confidentiality Agreement

To protect GRF and Members, each Director shall annually sign a confidentiality agreement before attending and participating in Executive Session meetings. A Director who refuses to do so will not be permitted to attend Executive Session meetings, and legal counsel will not copy that Director on confidential communications, nor participate in legal advice discussions with that Director present.

The Confidentiality Agreement shall state substantially as follows:

"I, _____ (Name), after having been duly elected or appointed as a Director of Golden Rain Foundation, do hereby agree and promise that all information which is disclosed by or to me, orally or in writing, and all discussions held at an Executive Session Meeting of the Board and all attorney advice shall be kept confidential and shall remain confidential, even after I am no longer a Director. I understand that this means that anything I say, hear or see at an Executive Session Meeting may not be discussed with anyone outside of Executive Session.

I further understand that if I do not sign this Confidentiality Agreement or do not honor this Agreement, I will not be permitted to participate in or attend Executive Session Meetings or to receive confidential attorney-client communications. I further understand that I will be held responsible for any damages which result to GRF or Mutual Members if I violate this agreement."

C. Procedure for Setting

The notice for a meeting which is solely an Executive Session meeting must be posted two days in advance, unless it is an emergency Executive Session meeting. The notice should state that the only item of business to come before the Board will be held in Executive Session and that no issues will be discussed in open session.

D. Agenda Packets

Because of the sensitive nature of the subjects discussed in closed session, Directors will return their Executive Session agenda packets to management staff immediately upon adjournment of the meeting, or when they depart from the meeting, whichever occurs first. Executive session agenda packets will not be distributed to Directors in electronic form.

IV. CLOSED SESSION HEARINGS

GRF conducts its disciplinary hearings and reimbursement claim hearings in closed session. The following rules are to inform both members and Directors regarding how these hearings are conducted.

A. Notification

If GRF is considering discipline or pursuing a reimbursement claim against a Member, it will first provide written notification to the Member, of a hearing to be held by the Board to consider the matter, at least ten days after the date the notification is sent

to the Member. The notification will inform the Member the nature of the alleged violation or reimbursement claim.

B. Attendance

A Member being considered for discipline or a reimbursement claim may attend the hearing to address the Board regarding whether the Board should impose discipline or pursue reimbursement. The member may bring witnesses. The Member may not bring legal counsel or personal representative. The Member being considered for discipline or reimbursement claim may not observe any complaining witnesses or observe the Board's deliberation of the matter. A Member may provide a written statement as a substitute for personally appearing at the hearing.

A complaining Member may provide a written statement or appear at the hearing to present their complaint to the Board. The complaining Member will not be permitted to hear the Board's deliberation or the presentation by the Member being considered for discipline.

C. Addressing the Board

A Member being considered for discipline or reimbursement claim may speak to the Board for a maximum of ten minutes. If a Member brings supporting documentation, it is suggested the Member bring one copy for staff, one copy for GRF legal counsel, and 11 copies for the Board. If a Member brings supporting witnesses, an additional five minutes can be added to the member's time.

A Member complaining to the Board may address the Board for a maximum of five minutes.

Members addressing the Board should be prepared and organized for the hearing, to maximize their allotted time.

D. The Board's Decision

The Board will notify the Member being considered for discipline or reimbursement claim within fifteen (15) days of the hearing. The Board will not notify other Members of the Board's decision, which shall remain confidential.

Rules adopted on _____, 2020 by the Board of Directors.



RESOLUTION 90-20-XXX

Golden Rain Foundation Rules for Board Meetings

WHEREAS, the Open Meeting Act, Civil Code §§4900-4950, provides an ongoing right for each member of Laguna Woods to participate in the governance of the community; and

WHEREAS, the Golden Rain Foundation Board of Directors recognizes the need to facilitate effective, efficient and orderly board meetings for the benefit of the community while protecting members' rights to observe and participate in the governance process; and

NOW THEREFORE BE IT RESOLVED, [DATE], 2020, the Board of Directors of this Corporation hereby approves the Golden Rain Foundation Rules for Board Meetings, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-11-135 adopted November 22, 2011 is hereby suspended in its entirety and cancelled;

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.

February Initial Notification--Revised March 3, 2020

Should the Board endorse the revised meeting rules, Staff recommends that a motion be made to postpone approval of the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. The resolution approval must be postponed for 28-days for Member review and comment to comply with Civil Code §4360.

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STAFF REPORT

DATE: March 3, 2020
FOR: Board of Directors
SUBJECT: 2020 Recreation Policy Update – Equestrian Center

RECOMMENDATION

Recommend the Equestrian Center Pricing policy update to set the Horse Trailer Storage Fee at 50% of the RV Lot Rental Fee.

BACKGROUND

On June 10, 2019 the GRF Board held a special fee review as part of the business planning process, for the purpose of determining adequacy of fees and including non-assessment revenue assumptions in the 2020 Business Plan. All recreational fees were reviewed and proposals were made to adjust the basis of fees in the areas of Room Rentals and Exception Rates, Equestrian, Garden Centers, and the Bridge Room.

On September 12, 2019 at the Community Activities Committee meeting, a motion was made and carried by a vote of 7-1 to recommend pricing policy updates to reflect fee policy changes that will take effect on January 1, 2020.

On October 23, 2019, at the Finance Committee meeting a motion was made and carried unanimously to recommend the Board approve the updated pricing policy to reflect fee changes that will take effect January 1, 2020.

On December 3, 2019, by consensus, the GRF Board recommended that the proposed Equestrian pricing policy changes be routed back to the committees for additional review.

On January 9, 2020 at the Community Activities Committee meeting a motion was made and carried unanimously to recommend the Board set the horse storage trailer fee to 50% of the charge for a recreational vehicle in the RV storage lots. The Committee requested further review of the remaining fee policy changes and acknowledged that the existing pricing policies will remain in effect for 2020 fees.

DISCUSSION

Below is a list of revisions that are reflected in the redlined GRF Pricing Policy (ATT 1):

- Horse Trailer Storage Fees will be 50% of RV Lot Rental Fee

FINANCIAL ANALYSIS

Revenue assumptions for these various fee changes have been incorporated into the 2020 Business Plan.

Prepared By: Brian Gruner, Recreation and Special Events Director

Reviewed By: Betty Parker, Chief Financial Officer

Committee Routing: Community Activities Committee
Finance Committee

ATTACHMENT(S)

ATT 1: GRF Equestrian Pricing Policies – Redlined

RESOLUTION 90-20-XX**Equestrian Center Pricing Policy**

WHEREAS, according to Resolution 90-12-132, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding, to minimize over-usage, and to recover operating costs; and

WHEREAS, the Board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes;

NOW THEREFORE BE IT RESOLVED, March 3, 2020, that the Board of Directors of the Corporation hereby adopts a revised GRF Pricing policy relative to the Equestrian Center:

Horse Boarding

- A Horse Boarding Fee shall be charged, monthly, to residents who wish to board their horse(s) at the Equestrian Center.
- The fee, rounded up to the nearest dollar, shall be based on the estimated monthly cost to board a resident's owned or leased horse, and **65%** shared (subsidized) by the community at large.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, and percentage shared by the community at large.
- The GRF Board of Directors will periodically review the estimated monthly cost of boarded horses and determine what shared percentage to apply in order to maintain an equitable and reasonable division between the user and the monthly assessment (per Resolution 90-12-132, Guidelines for Shared Costs and Fees).
- The cost of feed will be fully absorbed by the resident based on their selection from the menu of options.

Horse Trailer Storage & Horse Transportation Fees

- If space allows, residents may store their horse trailers at the Equestrian Center. The fee to store a horse trailer shall be 50% of the ~~the same as that charged~~ charge for a recreational vehicle in the RV Storage Lots.
- GRF shall be reimbursed the cost of transporting a horse for a resident. The costs include: labor, fuel, and wear and tear on the trailer and vehicle.

Trail Ride Fees

- A separate fee shall be charged for trail rides for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to lead the trail ride; and
 - for residents, 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Lesson Fees

- Fees shall be charged for individual and group lessons for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to provide the lesson; and
 - for residents, 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Horse Rental Fee

- A resident fee and a guest fee shall be charged for the use of a GRF owned horse for lessons and trail rides.
- The fees, rounded up to the nearest dollar, shall be based on the estimated hourly cost of a GRF owned horse; and
 - for residents, 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time retroactive billing for the 2020 storage fees will occur, and Resolution 90-15-02 adopted January 6, 2015, is hereby superseded and canceled; and

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



February Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

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STAFF REPORT

DATE: March 3, 2020
FOR: Board of Directors
SUBJECT: GRF Strategic Planning Committee Charter

RECOMMENDATION

Formation of a new strategic planning standing committee and adoption of the proposed GRF Strategic Planning Committee Charter.

BACKGROUND

The Golden Rain Foundation (GRF) formed a Joint Budget Committee on August 5, 1986 to have representatives from all boards of directors, in conjunction with staff, review proposed budgets in a cooperative and efficient manner. The purpose and scope of this committee has changed over the years including a name change in 1998. Through the current resolution, 90-11-144, the Business Planning Committee participates in the annual review process for operating, reserve, and capital budgets. Membership on the committee follows the GRF bylaw structure and provides review of the GRF budget with representation from GRF and the housing mutuals. Although not required, membership often includes the president and/or treasurer from each corporation. The Committee is scheduled to meet and review the first full version of the business, with special attention given to proposed assessments and reserve funding levels. Recommendations are made to the Board for consideration during its subsequent review.

DISCUSSION

The Board has expressed a desire to more formally review strategic planning concepts that may fall outside the scope of the business planning process. The proposed charter includes topics that are relevant and of interest to all corporations, including the following:

1. Review, evaluate, and make recommendations to the Corporate Members according to GRF bylaw 2.1.4, in relation to:
 - a. sale and/or conveyance of Golden Rain Foundation or Golden Rain Foundation of Laguna Hills Trust real estate and/or improvements, where the value of the real estate and or improvement is appraised for at least \$500,000;
 - b. lease of real estate or improvement in excess of 1 year;
 - c. acquisition of real estate, where the total amount to be paid is at least \$500,000;
 - d. expansion of facilities or construction of new facilities, either the construction of a new facility or an addition to an existing facility of at least 1,000 new or additional square feet or a minimum cost of \$500,000; and
 - e. any borrowing in an amount excess of \$1,000,000.
2. Research alternative sources of revenue and alternative cost sharing models and make recommendations to the Board.

3. Direct the Managing Agent to prepare a long-term strategic plan; review and modify the Plan as necessary, and present the Plan to the Board.

FINANCIAL

None.

Prepared By: Betty Parker, CFO

Attachments:
ATT1 – Resolution

RESOLUTION 90-20-XX

GRF STRATEGIC PLANNING COMMITTEE CHARTER

WHEREAS, a Strategic Planning Committee has been established pursuant to Article 7, Section 7.1 of the bylaws of the corporation:

NOW THEREFORE BE IT RESOLVED, March 3, 2020, the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Committee, as follows:

1. Perform the duties imposed upon all standing committees as set forth in the resolution entitled, "General Duties of Standing Committees."
2. Review, evaluate, and make recommendations to the Corporate Members according to GRF bylaw 2.1.4, in relation to:
 - a. sale and/or conveyance of Golden Rain Foundation or Golden Rain Foundation of Laguna Hills Trust real estate and/or improvements, where the value of the real estate and or improvement is appraised for at least \$500,000;
 - b. lease of real estate or improvement in excess of 1 year;
 - c. acquisition of real estate, where the total amount to be paid is at least \$500,000;
 - d. expansion of facilities or construction of new facilities, either the construction of a new facility or an addition to an existing facility of at least 1,000 new or additional square feet or a minimum cost of \$500,000; and
 - e. any borrowing in an amount excess of \$1,000,000.
3. Research alternative sources of revenue and alternative cost sharing models and make recommendations to the Board.
4. Direct the Managing Agent to prepare a long-term strategic plan; review and modify the Plan as necessary, and present the Plan to the Board.
5. The Committee shall perform such other tasks as are assigned by the GRF President or Board of Directors of this corporation.

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

February Initial Notification

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

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STAFF REPORT

DATE: March 3, 2020
FOR: Board of Directors
SUBJECT: Clubhouse 1 Renovation Ad Hoc Committee Charter

RECOMMENDATION

Review the draft of the Clubhouse 1 Renovation Ad Hoc Committee Charter (Attachment 1) and allow the Charter to be finalized after the Ad Hoc Committee has been established.

BACKGROUND

At the special open GRF M&C Committee meeting on January 13, 2020, the Committee unanimously voted to recommend the Board establish an Ad Hoc Committee to oversee future renovations of Clubhouse 1.

DISCUSSION

The draft charter was modeled after the adopted charter and resolution for the Performing Arts Center Renovation. The GRF M&C Committee reviewed the draft charter and requested some wording changes, as shown in red in Attachment 1.

The Ad Hoc Committee will review the draft charter and bring any further changes to the Board for approval.

FINANCIAL ANALYSIS

None.

Prepared By: Laurie Chavarria, Executive Assistant

Reviewed By: Ernesto Munoz, P.E., Maintenance and Construction Director

ATTACHMENT(S)

Attachment 1 – Proposed Charter

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ENDORSEMENTS (to Board)

Formation of Clubhouse 1 Assessment Ad Hoc Committee

Chair Matson asked for a motion to establish a Clubhouse 1 Assessment Ad Hoc Committee.

Discussion ensued regarding ad hoc committee members and how they will be chosen.

A motion was made and unanimously approved to recommend the Board establish a Clubhouse 1 Assessment Ad Hoc Committee.

ENDORSEMENTS (to Board)

Draft Clubhouse 1 Renovation Ad Hoc Committee Charter

At the special open GRF M&C Committee meeting on January 13, 2020, the Committee unanimously voted to recommend the Board establish an Ad Hoc Committee to oversee future renovations of Clubhouse 1. The draft charter was modeled after the adopted charter and resolution for the Performing Arts Center Renovation.

Discussion ensued regarding the requirement for a corporate members meeting if the project cost exceeds \$500,000; a survey to find out what activities and functions would be best served from this facility; what is the recreation usage of the clubhouse; possible construction timelines; assessment evaluation of other capital improvements; the amount of members and advisors allowed from each Corporation on the Ad Hoc Committee; the possibility to enclose the pool during the renovations; and the need for an overall strategic plan.

A motion was made and unanimously approved to recommend the Board review the draft of the Clubhouse 1 Renovation Ad Hoc Committee Charter but allow the Charter to be finalized after the Ad Hoc Committee has been established.

Attachment 1 – Proposed Charter

RESOLUTION 90-20-XX
CLUBHOUSE 1 RENOVATION
AD HOC COMMITTEE CHARTER

WHEREAS, the Board of Directors of this Corporation understand that Clubhouse 1, built in the 1960's, may require some long term renovations; and

WHEREAS, on February 4, 2020 the Board of Directors of this Corporation established the Clubhouse 1 Renovation Ad Hoc Committee in accordance with the Golden Rain Foundation By-laws Article 7, Section 7.1.1 and 7.1.2 for the purpose of providing feedback for the potential renovations and upgrades to Clubhouse 1; and

NOW THEREFORE BE IT RESOLVED, March 3, 2020, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Renovation Ad Hoc Committee as follows:

1. The Clubhouse 1 Renovation Ad Hoc Committee will be provided with and review all current Consultants and VMS Staff Reports relative to the proposed renovations to Clubhouse 1.
2. The CH1 Renovation Ad Hoc Committee may make suggestions, revisions, changes, approvals, or disapprovals of said Reports. When evaluating said Reports, concepts for the renovation, such as architectural designs, the CH1 Renovation Ad Hoc Committee shall consider the overall Community needs, uses and future growth.
3. Furthermore, the CH1 Renovation Ad Hoc Committee shall serve as the Liaison between the Golden Rain Foundation Maintenance and Construction Committee (GRF M&C), the Community Activities Committee (CAC), and the Finance Committee. The CH1 Renovation Ad Hoc Committee, in its duty as Liaison, will first gather the input of the Golden Rain Foundation Maintenance and Construction GRF-M&C Committee (GRF M&C) and the Community Activities Committee (CAC).
4. The CH1 Renovation Ad Hoc Committee, as Liaison, will submit such gathered inputs to the Consultants and the VMS staff. The Consultants will then prepare a Preliminary Proposal for the submission to the Ad Hoc Committee and VMS staff for review.
5. The Consultants' Preliminary Proposal will include an Assessment and Schematic Design and Design Development for the Renovation of Clubhouse 1 including the proposed Scope of Work (SOW) and a proposed line item for budgetary consideration.
6. The Scope of Work for the Preliminary Proposal for renovation of Clubhouse 1 at a minimum will focus on:
 - The Architectural considerations,
 - The Original Schematic site and floor plans,

- The Proposed Schematic Site and Floor Plans changes,
 - The Proposed Building Elevations and Landscape plans,
 - The Interior design,
 - The primary interior activity relationships related to the building and program adjacencies,
 - All interior and exterior Finish Materials and Color Finishes,
 - Parking accommodations and locations,
 - Overall site improvements if required.
7. Upon approved review of the Consultants' Preliminary Proposal by the CH1 Renovation Ad Hoc Committee and the VMS staff, the Ad Hoc Committee will present the Preliminary Proposal to the GRF Maintenance and Construction Committee (GRF M&C) and the Community Activities Committee (CAC) for each committee's review and approval of the implementation plan for the recommended facility upgrades.
 8. Upon the final approvals of the Implementation Plans for the recommended facility upgrades by both the GRF Maintenance and Construction Committee (GRF M&C) and the Community Activities Committee (CAC), then the CH1 Renovation Ad Hoc Committee shall present the Implementation Plans to the Finance Committee and the Corporate Members (if applicable) for its approval.
 9. The CH1 Renovation Ad Hoc Committee, upon the approval of the Finance Committee and the Corporate Members (if applicable), will submit such approval to the Consultants and the VMS staff.
 10. The Consultants and the VMS staff may then commence implementation of Clubhouse 1 renovations according to the approved Implementation Plans.
 11. The CH1 Renovation Ad Hoc Committee will meet as needed, to receive project updates from VMS staff and/or the consultant.
 12. The CH1 Renovation Ad Hoc Committee shall report on the planned implementation activities to the Golden Rain Foundation Board periodically at Board meetings or when requested by the Golden Rain Foundation Board.

RESOLVED FURTHER, that the Clubhouse 1 Renovation Ad Hoc Committee shall perform such other duties as may be assigned by the Golden Rain Foundation Board and upon conclusion of the Committee's work, it will be disbanded by the Board.

February Initial Notification

Should the Board endorse the proposed meeting rules, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

STAFF REPORT

DATE: March 3, 2020
FOR: Board of Directors
SUBJECT: Section 5500 Operating and Reserve Accounts

RECOMMENDATION

Authorize a supplemental appropriation in the amount of \$32,000, to be funded from the Equipment Fund, and award a contract to support provider Avantiico for a Microsoft Dynamics AX coding change.

BACKGROUND

In February 2016 the record keeping for Golden Rain Foundation and the Mutuals transitioned from Platinum to Microsoft Dynamics AX as the primary enterprise financial software. The new system allows for expanded reporting of financial activity by fund type and corporation. Two new schedules that became part of the monthly financial package include: 1) Fund Balance Sheet, showing operating and reserve positions separately; and 2) Changes in Fund Balance Statement, detailing year-to-date revenue and expense activity by fund.

Assets and liabilities are reported by fund type in a single account line item on the Fund Balance Sheet labeled Receivable / (Payable) from operating fund. To meet a strict interpretation of Civil Code Section 5500 financial review requirement, the United Board has requested reporting of assets and liability accounts with ledger account detail, specifically cash, investments and accounts payable.

Staff reviewed current processes looking for ways to present the Fund Balance Sheet at an account level detail using current resources; however, a system limitation within AX was identified preventing entries from being booked to balance sheet ledger accounts by fund type.

On November 26, 2019 the United Finance Committee recommended a customization of Microsoft Dynamics AX code for increased functionality for financial reporting, to be funded from the Golden Rain Foundation as a capital equipment expenditure.

On February 19, 2020, the GRF Finance Committee reviewed this request and recommended a supplemental appropriation in the amount of \$25,000, to be funded from the Equipment Fund, for a Microsoft Dynamics AX software modification.

On February 25, 2020, the support provider Avantiico provided an updated quote of \$25,000-\$32,000, detailing the hourly rate and potential number of hours required to complete the upgrade. The increase from the original \$25,000 estimate was due to further requirements identified during an interim design review meeting.

DISCUSSION

In November 2019 three options were reviewed by the United Finance Committee that would achieve the reporting goal. The following estimated costs and staff evaluations for each option were presented to the committee:

- 1) Open new cash and investment accounts in order for each fund type to have its own financial institution account. Staff currently manages six banking accounts and ten investment accounts for all three corporations. Opening an account for each fund type would require a total of 59 accounts to be managed and reconciled across GRF, United and Third. Opening 43 new bank accounts would require additional staffing in Financial Services for accounting and accounts payable tasks. The incremental cost would be approximately \$70,000 annually. Staff does not recommend this option as it creates administrative inefficiencies.
- 2) Staff could manually track fund type activities via spreadsheet. At month end staff could book adjustments into the financial system to reflect the correct balances by fund. Manually tracking fund activities through a spreadsheet analysis for all three corporations would require additional staffing in Financial Services for accounting activities. The incremental cost would be approximately \$40,000 annually; however, because of the potential for manual processes to create redundancy and error, staff does not consider this a viable option.
- 3) The financial system coding could be changed using a third-party support vendor to overcome the current system limitation allowing the system to calculate the correct balances in each fund type. A third-party AX support vendor was provided the code modification requirements for the reporting changes and estimated the work to be completed at a one-time cost of \$25,000, without additional recurring charges. Staff recommends pursuing this alternative.

FINANCIAL ANALYSIS

To proceed with recommended software modifications, a supplemental appropriation in the amount of \$32,000 would be required from the Equipment Fund.

Prepared By: Steve Hormuth, Controller

Reviewed By: Betty Parker, Chief Financial Officer

ATTACHMENTS:

ATT1 - Resolution



RESOLUTION 90-20-XX

Funding and Contract Award for AX Software Modification

WHEREAS, In February 2016 the record keeping for Golden Rain Foundation and the Mutuals transitioned from Platinum to Microsoft Dynamics AX as the primary enterprise financial software, which is currently supported by the dedicated full-service Microsoft Dynamics Gold Partner Avantiico.

WHEREAS, United Mutual has requested more detailed fund accounting but a system limitation within AX prevents entries from being booked to balance sheet ledger accounts by fund type.

WHEREAS, On November 26, 2019 the United Finance Committee recommended a customization of Microsoft Dynamics AX code for increased functionality for financial reporting, to be funded from the Golden Rain Foundation as a capital equipment expenditure.

WHEREAS, On February 19, 2020, the GRF Finance Committee reviewed this request and recommended a supplemental appropriation in the amount of \$25,000, to be funded from the Equipment Fund, for a Microsoft Dynamics AX software modification.

NOW THEREFORE BE IT RESOLVED, March 3, 2020, the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$32,000, to be funded from the Equipment Fund, and awards a contract to its support provider Avantiico for a Microsoft Dynamics AX coding change.

RESOLVED FURTHER, that the officers and against of this Corporation are hereby authorized on behalf of the Golden Rain Foundation Corporation to carry out this Resolution.

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Financial Report

As of January 31, 2020



INCOME STATEMENT (in Thousands)	ACTUAL
Assessment Revenue	\$2,618
Non-assessment Revenue	\$1,023
Total Revenue	\$3,641
Total Expense	\$3,557
Net Revenue/(Expense)	\$84

1

Financial Report

As of January 31, 2020



INCOME STATEMENT OPERATING FUND w/o Depreciation or Unrealized Gain / (Loss) (in Thousands)	ACTUAL
Assessment Revenue	\$2,313
Non-assessment Revenue	\$779
Total Revenue	\$3,092
Total Expense	\$3,176
Operating Surplus	(\$84)

2

Financial Report

As of January 31, 2020

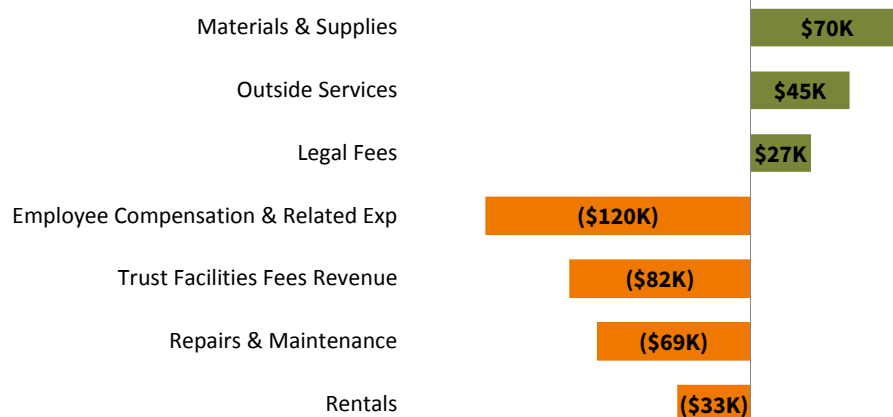


INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE
Assessment Revenue	\$2,618	\$2,618	\$0
Non-assessment Revenue	\$1,023	\$1,150	(\$127)
Total Revenue	\$3,641	\$3,768	(\$127)
Total Expense	\$3,557	\$3,517	(\$40)
Net Revenue/(Expense)	\$84	\$251	(\$167)

3

Financial Report

As of January 31, 2020



Unfavorable Favorable

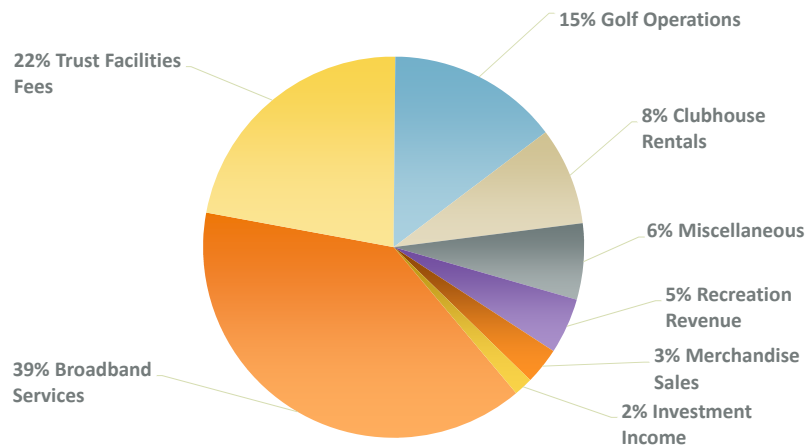
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Financial Report

As of January 31, 2020



Total Non Assessment Revenues \$1,022,814

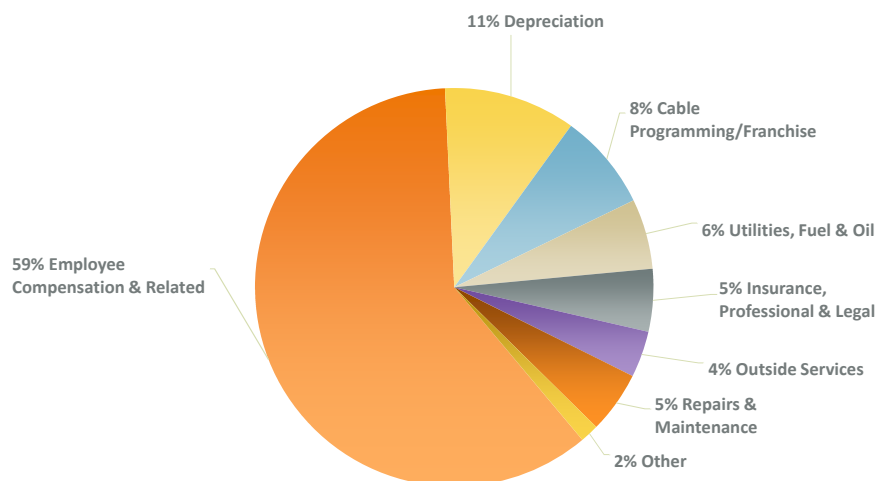


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Financial Report

As of January 31, 2020

Total Expenses \$3,557,088



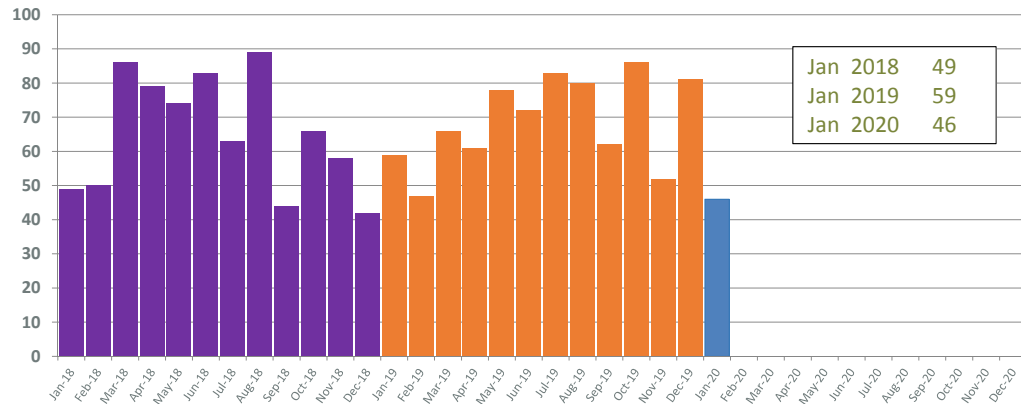
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Financial Report

As of January 31, 2020



RESALE HISTORY - Consolidated



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Financial Report

As of January 31, 2020



FUND BALANCES (in Thousands)	ENDING BALANCES	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment	\$5,502	\$3,017	\$2,485
Facilities	17,124	5,894	11,230
Contingency	771	74	697
Trust Facilities Fee	7,610	0	7,610
TOTAL	\$31,007	\$8,985	\$22,022

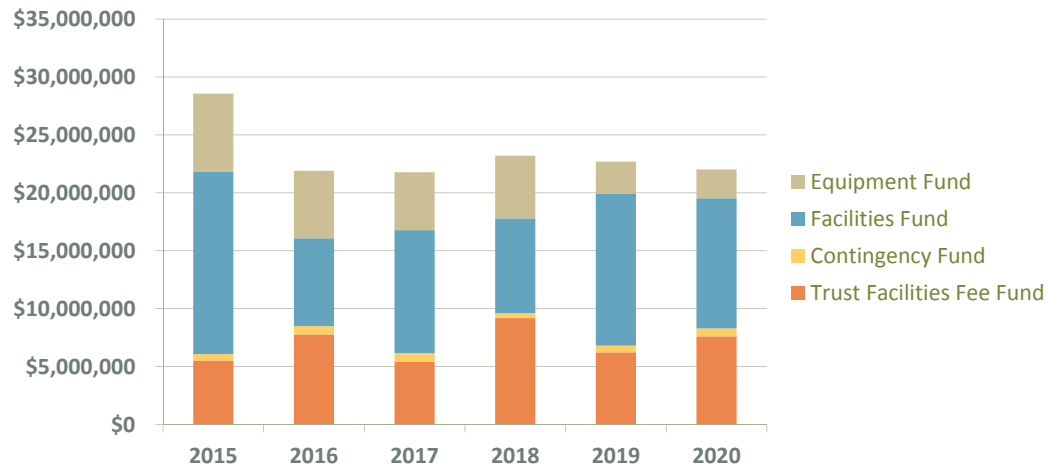
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Financial Report

As of January 31, 2020



ADJUSTED FUND BALANCES



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Financial Report

As of January 31, 2020



FUND ENCUMBRANCES

(in Thousands)

	TOTAL APPROPRIATIONS	REMAINING ENCUMBRANCE
Aquatics & Fitness	\$737	\$298
Broadband Services	1,130	785
Clubhouses	4,881	3,968
Computers	2,091	1,038
Community Center	2,013	1,039
Energy Projects	1,100	610
Golf Facilities	916	778
Landscape	437	348
Other Equipment	310	224
Other GRF Facilities	1,484	898
Paving	1,935	1,020
Security	2,824	1,974
Vehicles	3,434	2,138
TOTAL	\$23,292	\$15,118

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Golden Rain Foundation of Laguna Woods
Statement of Revenues & Expenses - Preliminary
1/31/2020
(\$ IN THOUSANDS)

		CURRENT MONTH			YEAR TO DATE			PRIOR YEAR	ANNUAL
		ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET
Revenues:									
Assessments:									
1	Operating	\$2,313	\$2,313		\$2,313	\$2,313		\$2,341	\$27,754
2	Additions to restricted funds	306	306		306	306		242	3,668
3	Total assessments	<u>2,619</u>	<u>2,618</u>		<u>2,619</u>	<u>2,618</u>		<u>2,583</u>	<u>31,422</u>
Non-assessment revenues:									
4	Trust facilities fees	228	309	(82)	228	309	(82)	340	3,714
5	Golf green fees	128	126	2	128	126	2	107	1,515
6	Golf operations	21	25	(5)	21	25	(5)	17	249
7	Merchandise sales	32	25	7	32	25	7	19	300
8	Clubhouse rentals and event fees	85	52	33	85	52	33	75	675
9	Rentals	12	45	(33)	12	45	(33)	9	109
10	Broadband services	399	427	(27)	399	427	(27)	388	5,119
11	Investment income	16	36	(20)	16	36	(20)	47	437
12	Miscellaneous	102	103	(1)	102	103	(1)	100	1,173
13	Total non-assessment revenue	<u>1,023</u>	<u>1,150</u>	<u>(127)</u>	<u>1,023</u>	<u>1,150</u>	<u>(127)</u>	<u>1,102</u>	<u>13,290</u>
14	Total revenue	<u>3,641</u>	<u>3,768</u>	<u>(127)</u>	<u>3,641</u>	<u>3,768</u>	<u>(127)</u>	<u>3,685</u>	<u>44,711</u>
Expenses:									
15	Employee compensation and related	2,147	2,027	(120)	2,147	2,027	(120)	1,965	24,079
16	Materials and supplies	162	231	70	162	231	70	94	1,910
17	Cost of goods sold	21	16	(5)	21	16	(5)	8	191
18	Community Events	35	27	(8)	35	27	(8)	5	457
19	Utilities and telephone	163	165	2	163	165	2	126	2,352
20	Fuel and oil	40	43	4	40	43	4	37	522
21	Legal fees	2	29	27	2	29	27		348
22	Professional fees	40	45	5	40	45	5	25	724
23	Equipment rental	18	18		18	18		19	222
24	Outside services	134	179	45	134	179	45	114	2,186
25	Repairs and maintenance	179	109	(69)	179	109	(69)	58	821
26	Other Operating Expense	67	79	12	67	79	12	44	869
27	Income taxes		2	2		2	2		25
28	Property and sales tax	19	9	(10)	19	9	(10)	9	105
29	Insurance	139	120	(19)	139	120	(19)	99	1,436
30	Cable Programming/Copyright/Franchise	279	317	38	279	317	38	403	3,862
31	Investment expense		3	3		3	3		41
32	Net Allocation to Mutuals	(268)	(280)	(12)	(268)	(280)	(12)	(198)	(3,161)
33	Uncollectible Accounts		1	1		1	1		15
34	(Gain)/loss on sale or trade		(6)	(6)		(6)	(6)	(1)	(68)
35	Depreciation and amortization	381	381		381	381		372	381
36	Total expenses	<u>3,557</u>	<u>3,517</u>	<u>(40)</u>	<u>3,557</u>	<u>3,517</u>	<u>(40)</u>	<u>3,181</u>	<u>37,315</u>
37	Excess of revenues over expenses	<u>\$84</u>	<u>\$252</u>	<u>(\$167)</u>	<u>\$84</u>	<u>\$252</u>	<u>(\$167)</u>	<u>\$504</u>	<u>\$7,396</u>

Statement of Revenue & Expense Variance Report

as of January 31, 2020

Golden Rain Foundation operations were worse than budget by (\$167K) as of January 31, 2020.

REVENUE

- **Trust Facilities Fees Line 4** – (\$82K) Unfavorable variance due to fewer manors sold. January revenue generated from the \$5,000 transfer fee is 26% lower than budgeted (46 actual resales vs. 62 budgeted).
- **Clubhouse Rentals & Event Fees Line 8** – \$33K Favorable variance due to accelerated rentals and events before May 1 closure for renovation at the Performing Arts Center.
- **Rentals Line 9** – (\$33K) Unfavorable variance due to timing of RV storage and garden plot rental revenue, budgeted in January but amortized monthly.
- **Broadband Services Line 10** – (\$27K) Unfavorable variance due to timing of advertising sales, expected to ramp up as election activity increases.
- **Investment Income Line 11** – (\$20K) Unfavorable variance primarily due to less revenue being generated from Discretionary investment dividends as opposed to interest bearing Discretionary investment bonds. The investment strategy change from individual bond and treasury bill holdings to index funds was initiated after 2020 budgets were approved. The interest generated from bond holdings within the current index funds is reinvested by the index fund manager growing the value of the investment, with the growth reflected in other comprehensive income found on the operating statement.

EXPENSE

- **Employee Compensation and Related Line 15** – (\$120K) Unfavorable variance due to the timing of unemployment taxes, which primary occur in Q1 before annual limits are met.
- **Materials and Supplies Line 16** – \$70K Favorable variance in several areas of operation due to timing of expenditures: Clubhouse 4, Fleet Maintenance, Information Services, Social Services and Landscape.
- **Legal Fees Line 21** – \$27K Favorable variance due to timing of invoices.
- **Outside Services Line 24** – \$45K Favorable variance in several areas of operation due to timing of invoices: M&C, Aquatics, ECO and Media & Communications.
- **Repairs and Maintenance Line 25** – (\$69K) Unfavorable variance due to timing of expenditures in IT and Broadband, partially offset by lower M&C building repair expense.
- **Cable Programming/Franchise Fees Line 30** – \$38K Favorable variance due to timing of City Franchise Fees, reconciled quarterly.

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FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, February 19, 2020 – 1:30 p.m.
Laguna Woods Village Community Center Board Room, 24351 El Toro Road

MEMBERS PRESENT: Pat English, Chair; Judith Troutman, Annette Soule, Steve Parsons, Robert Mutchnick (for Pearlstone), Sue Margolis, Brian Gilmore, Alfred Amado

MEMBERS ABSENT: Jon Pearlstone

STAFF PRESENT: Betty Parker, Jeff Parker, Chuck Holland, Steve Hormuth, Christopher Swanson

OTHERS: GRF – Bunny Carpenter, Yvonne Horton
UNITED – Manuel Armendariz, Andre Torng
VMS – Dick Rader

Call to Order

Director English chaired the meeting and called it to order at 1:41 p.m.

Approval of Meeting Agenda

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

Approval of the Regular Meeting Report of December 18, 2019

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

Chair Remarks

Director English thanked Director Soule for chairing the last GRF Finance Meeting.

Member Comments (Items Not on the Agenda)

Director Torng commented about the passing of Barbara Copley.

Director Armendariz handed out a document comparing 2019 budget-vs-actual legal expenses for all three corporations. Members of the committee commented accordingly.

Department Head Update

Betty Parker, CFO, provided a verbal update on the recent investment portfolio review and the 2019 pre-audit communications from KPMG.

Review Preliminary Financial Statements dated January 31, 2020

The committee reviewed the financial statements dated January 31, 2020, issued at the meeting, and questions were addressed.

Jeff Parker, CEO, left the meeting at 2:17pm.

Section 5500 Operating and Reserve Accounts

The committee reviewed staff report California Civil Code Section 5500 regarding Operating and Reserve Accounts.

A motion was made and carried unanimously to recommend the Board approve a supplemental appropriation and award a contract not to exceed \$25,000 for the customizations to Microsoft Dynamics AX 2012 for enhanced reporting functionality.

Insurance Program Update

Staff provided a verbal update on the insurance program, indicating that bids are due next week for the property valuation update.

2019 Audit Update

KPMG presented the audit plan and required communications at a special audit task force meeting held immediately preceding this meeting. The audit is expected to last 6 weeks with a draft report presented to all boards on Tuesday, March 31 at 9:30 a.m.

Investment Update

It was noted that SageView held a special portfolio review meeting for all boards last week on Thursday, February 13 that was well attended by interested board members. The Committee requested a reconciliation of transfer activity to Fidelity and liquidation of BlackRock holdings.

Future Agenda Items

- Civil Code 5510(a) requirements
- Financials Transfers over \$10,000

Committee Member Comments

Director Gilmore commented on fixed cost software development contracts.

Director Margolis commented on the need for fiscal responsibility.

Director Parsons commented on the handouts prepared by Director Armendariz, who is not authorized to represent Third Mutual, and requested that Third Mutual legal expenditures be removed from his reporting.

Date of Next Meeting

Wednesday, April 22, 2020 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 2:55 p.m.

DRAFT

Pat English, Chair

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

Wednesday, February 12, 2020 – 9:30 A.M.
Laguna Woods Village Community Center, Board Room
24351 El Toro Road

MEMBERS PRESENT: Jim Matson - Chair, Egon Garthoffner, Joe Fitzekam, Steve Parsons (in for Jon Pearlstone); John Frankel (in for Cush Bhada), Carl Randazzo, Reza Bastani

MEMBERS ABSENT: Jon Pearlstone, Cush Bhada, Inesa Nord-Leth

OTHERS PRESENT: Bert Moldow, Pat English, Bunny Carpenter, Yvonne Horton, Elsie Addington; Cash Achrekar, Juanita Skillman, Judith Troutman, Beth Perak, Dick Rader, Annette Sabol-Soule

STAFF PRESENT: Ernesto Munoz – Staff Officer, Guy West, Laurie Chavarria

1. Call to Order

Chair Matson called the meeting to order at 9:32 a.m.

2. Acknowledgement of Media

Chair Matson noted no members of the media were present.

3. Approval of the Agenda

The agenda was approved as written.

4. Approval of Meeting Report for January 13, 2020

The meeting report for January 13, 2020, was approved as written. A Scribner's error will be corrected on the official report.

5. Chair's Remarks

Chair Matson commented that he has been looking forward to this meeting and the presentation on the structural assessment of Clubhouse 1.

6. Member Comments (Items Not on the Agenda)

- Judith Troutman (3011-B) commented on special open meeting report regarding GRF's project priorities.
- Toni Barrient (2139-O) commented on adding hearing loop technology inside the PAC theatre.
- Cash Achrekar (201-E) commented on creating a club that will use the experience of the Village residents to develop patents.

7. Department Head Update

Staff Officer Ernesto Munoz 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 Project Log was pulled for discussion.

8. Project Log

Item #11 Gate 16 Driving Range Improvements: Director Randazzo commented on the decision by the GRF Board to move forward with this project even though the M&C Committee recommended against it; Director Moldow commented on GRF Bylaw 2.1.4 regarding Corporate Members approval is needed where the value of the real estate or improvement is at least appraised at \$500,000.

Item #16 Maintenance Service Center Parking Lot Lighting: Various Directions commented on the possibility to install only two lights; the scope of work for this project; a lighting study for the parking lot; if the entire lot needs to be lighted, the usage of a newly formed research group and hiring a lighting consultant.

Item #19 Shepherd's Crook: Director Randazzo commented on the reduction of the linear footage that will be completed this year.

A motion was made to have staff provide a "statement of need" for the Maintenance Service Center Parking Lot Lighting project and bring it back to a future GRF M&C Committee meeting. By a vote of 5/1/0 (Director Bastani opposed), the motion passed.

Reports:

9. Garden Center 1 Project Completion (PowerPoint)

Staff Officer Ernesto Munoz summarized the improvements made to Garden Center 1.

10. Clubhouse 1 Assessment Presentation (PowerPoint)

Staff Officer Ernesto Munoz summarized the report and introduced representatives from SVA Architects. The representatives presented their Clubhouse 1 building assessment report as well as three available options for consideration, and answered questions from the Committee.

Discussion ensued regarding expectations for the future of Clubhouse 1; conducting a community wide survey where residents provide their ideas on the best use for this Clubhouse; the feasibility of leasing the Community Center Building for revenue purposes; other options for the design and renovation of Clubhouse 1; the structural assessment of the buildings; as-built drawings; and if maintenance repairs will require approval of the Corporate Members per GRF Bylaw 2.1.4.

Items for Future Agendas:

- EV Charging Stations at GRF Facilities (General Services)

Concluding Business:

Committee Member Comments

- Director Randazzo commented again the decision by the GRF Board to move forward with this project even though the M&C Committee recommended against it.
- Director Frankel commented on the City of Laguna Woods General Plan regarding seismic activity.
- Director Fitzekam commented that Board Members listened to the experts when deciding to move forward with already funded Capital Improvement Projects.

Date of Next Meeting: April 8, 2020

Adjournment:

The meeting was recessed at 11:44 am.

DRAFT

Jim Matson, Chair

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Laguna Woods Village®

OPEN MEETING

REPORT FOR REGULAR MEETING OF THE VILLAGE ENERGY TASK FORCE

Friday, January 10, 2020 – 12:00 P.M.
Laguna Woods Village Community Board Room
24351 El Toro Road

MEMBERS PRESENT: Carl Randazzo, – Vice Chair, Judith Troutman, Bert Moldow, Brian Gilmore, Cush Bhada, John Frankel, Advisors: Bill Walsh, Sue Stephens

MEMBER ABSENT: None

OTHERS PRESENT: Juanita Skillman, Elsie Addington, Pat English, Manuel Armendariz

STAFF PRESENT: Guy West - Staff Officer, Laurie Chavarria, Chris Naylor, Chris Swanson

1. Call to Order

Vice Chair Randazzo called the meeting to order at 12:00 P.M.

2. Acknowledgment of Media

Vice Chair Randazzo noted no members of the media were present.

3. Approval of the Agenda

Item 15 was moved to Item 6a on the agenda. All items on the consent calendar were pulled for discussion. The agenda was approved as amended.

4. Approval of Meeting Reports for September 4, 2019

The Meeting Report of September 4, 2019, was approved as written.

5. Chairman's Remarks

Vice Chair Randazzo commented on the future format being considered for the Task Force; the vote for the new chair of the Task Force; Director Moldow's list of future energy tasks for discussion; the EV charging stations at the Community Center; and his concerns about lighting.

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

- Manuel Armendariz (917-D) commented on the United & Third Solar projects; the energy consultant budget; and the street light project.
- Pat English (2022-D) commented that the legitimacy of the Village Energy Task Force.

The Vice Chair and various Directors and Advisors responded briefly to all comments.

6a. Vote for a New Task Force Chair

Director Moldow accepted a nomination to be the Chair of the Village Energy Task Force.

7. Department Head Update

Staff Officer Guy West deferred the Department Head Update to allow the Senior Management Analyst to provide a brief summary on the status of the Professional Service Agreement with MelRok Operating, LLC.

Discussion ensued regarding the monitoring of the EMS systems for each Clubhouse.

Consent:

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

By consensus, the Task Force pulled all items on the Consent Calendar for discussion.

8. Project Log

United Mutual:

- Walkway Lighting – Advisor Walsh commented on getting funding to add this type of program for Third Mutual. Chair Moldow commented on the cost for this walkway program. Vice Chair Randazzo commented on the process for requesting a new walkway light.
- Energy Consultant Services – Juanita Skillman (2154-N) commented on the status for this line item.

Third Mutual:

- Electrical Systems – Chair Moldow commented on the use of this budget.
- Exterior Lighting – Chair Moldow asked if tree trimming is included in the street light project costs. Advisor Walsh commented on tree trimming during the light fixture conversion. He would like to see a list made of trees that are blocking the new lights so that they can be trimmed. Chair Moldow commented on using the old street light fixtures to replace the walkway light fixtures that are not in good condition.

Staff Officer Guy West and the Senior Management Analyst responded to all questions and comments.

9. Third Mutual Street Light & Walkway Light Outage Report

Chair Moldow commented on the response time from SCE when it is identified that there is no power to the pole.

10. United & Third Mutual Electric Vehicle & Electric Golf Cart Report

Chair Moldow commented on the new format for this report.

11. Third Mutual Solar Production Report

Chair Moldow commented on the average monthly production of kilowatt hours. He would like to see a more user friendly report instead of just a data spreadsheet and would like explanations added for months where low generation is indicated.

Discussion ensued regarding generation capacity; the solar production reporting software package for each building; how staff receives the data for the production report; adding this report to the agenda for United Mutual; the possibility of hiring an energy manager and solar plant manager; projected kilowatts versus actual kilowatts generated and ROI for the solar equipment.

By consensus, staff was directed to contact Third Mutual's Solar O&M contractor to find out if any of the inverters are experiencing more than a 2% loss of Direct Current (DC) power.

Staff Officer Guy West and the Senior Management Analyst responded to all questions and comments.

12. GRF EV Charging Station Report

Chair Moldow asked staff to provide more information on this report such as dates of vehicle charging, especially on the Level 3 chargers.

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Discussion ensued regarding revenue percentage collected by ChargePoint; separate metering for the charging stations; and Tesla charging adapters.

By consensus, staff was directed to bring a cost to a future GRF M&C Committee meeting for the purchase of a Tesla charging adaptor for use with the charging stations behind the Community Center.

13. GRF Demand Charges Report (Finance Dept.)

The Financial Analyst summarized the report and answered questions from the Task Force.

Discussion ensued regarding SCE billing rates, various rate schedule options; and regulating each cooling zone in the Community Center based on usage.

Meeting recessed for a break at 2:17pm, reconvened at 2:29pm.

Reports:

14. Third Mutual Walkway Lighting Locations

Staff Officer Guy West summarized the report and answered questions from the Task Force.

Discussion ensued regarding the ability to purchase the walkway lights from SCE; the possibility of asking SCE to remove their existing walkway light poles; budgeting for future walkway light upgrades; and the underground infrastructure that powers the lights.

Oral Discussions:

15. Comments on TEC Update from October 18, 2019

Chair Moldow asked for comments on the TEC presentations from the October VETF meeting.

Discussion ensued regarding EV charging as a priority; electrical infrastructure in residential buildings; providing more guidance to the energy consultant; and using the laundry room as a source of power for future EV charging bollards.

16. How SCE Power Outage Notifications Affect Laguna Woods Village (Bert)

Chair Moldow discussed the power shut downs that SCE can perform during uncontained fires.

Discussion ensued regarding residents that need a power source for life saving medical equipment; local hospitals that are set up to help in an emergency; the use

of a Microgrid for power outages; and the residents' responsibility to provide their own power source.

17. Discuss the Tesla proposal for installing Solar > 240Kw @ \$1.00 per Kw (Bert)

Chair Moldow discussed info he found on the internet where you can buy or rent your own Tesla residential solar panel system.

By consensus staff was asked to contact a Tesla rep and invite them to a future meeting so they can discuss all solar options that apply to the Community.

18. Discuss current cleaning method for solar panels (Bert)

The Senior Management Analyst provided the cleaning method for solar panels as specified by our O&M contractor and answered questions from the Task Force.

Discussion ensued regarding microfiber rollers; using vinegar in the water; the frequency of solar panel cleaning; and the status of ongoing discussions with JCI.

19. Discuss product use for solar panel cleaning (Bert)

This was discussed under item #18. No further discussion ensued.

20. Discuss alternative solutions to EV charging in Third and United (Bert)

Discussion ensued on what infrastructure needs to be upgraded in order to provide charging of electric vehicles in carports and Garden Village garages and the associated costs.

21. Discuss alternate methods of financing a Microgrid (Bert)

Chair Moldow discussed two alternative methods for financing a Microgrid - applying for a low interest loan to purchase and install the Microgrid and paying a third party company who would install the Microgrid and charge the customer for the electricity.

Discussion ensued regard how we would get extra fuel for the Community Center generator in an emergency; and are other communities considering or installing a Microgrid.

Items for Future Agendas:

Third Mutual:

- LED Solar Street Lights (to be considered after the street light fixture LED conversion project is completed.)

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United Mutual:

- Additional Walkway Lighting

GRF:

- Installation of Level II EV Bollard Chargers (on the streets and Clubhouses)
- Community Choice Aggregation

All Corporations:

- Identify locations in need of LED upgrades
- Electric vehicle charging
- Presentation by Gene Okun (Commercial Sales, Solar Optimum, Inc.)

Concluding Business:

Committee Member Comments:

- Director Gilmore requested a copy of the VETF Charter and TEC Presentations.
- Director Frankel commented on SCE's disaster response process.

Date of next meeting – March 4, 2020

Adjournment

This meeting was adjourned at 4:11 P.M.


Bert Moldow, Chair



OPEN MEETING
THE GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE
Wednesday, February 19, 2020 at 9:30 a.m.
Laguna Woods Village Community Center, Board Room
24351 El Toro Road, Laguna Woods, CA 92637

REPORT

MEMBERS PRESENT: Chair Annette Sabol-Soule, Directors Pat English, Lynn Jarrett, Neda Ardani, Annie McCary, Juanita Skillman, Beth Perak, Advisors Tom Nash and Carmen Pacella

MEMBERS ABSENT: Director Ryna Rothberg and Advisor Frank Tybor

OTHERS PRESENT: Steve Parsons—Third Mutual

STAFF PRESENT: Eileen Paulin, Chuck Holland, Becky Jackson, Ellyce Rothrock and Paul Ortiz

1. **Call to Order**
Meeting was called to order at 9:30 a.m.
2. **Acknowledgement of Media**
Yes.
3. **Approval of the Agenda**
Approved.
4. **Approval of Meeting Report from January 22, 2020**
Approved.
5. **Chair's Remarks**
We have a lot going on today.
6. **Member Comments (Items not on the Agenda)**
Victoria Vonovich (136-A) was called to speak and asked if there was anything that can be done about viewing Angels games.

Joan Milliman (969-3E) was called to speak provided compliments on The Village Breeze and offered congratulations.

7. Director's and Staff Forum

Chair Soule gave Ms. Vonovich options that included going to 19 Restaurant or subscribing to YouTube TV.

REPORTS:

8. Broadband and Contracts—Eileen Paulin

Eileen Paulin deferred to Chuck Holland. He updated the committee on the battery backup system during a power outage.

Mr. Holland stated we are replacing the cable modem equipment. Right now this is on hold due to the review of contracts. There is also an operational audit with the Broadband Group that will perform an analysis of our Cable TV: status quo, sell, outsource, hybrid.

Mr. Holland described that he will take the technical side (Broadband and cable); Ms. Paulin will maintain media and television. He covered subscriber counts, including collapsing the channel guide with the removal of the 333 SD (standard definition) subscribers once the conversion of all users to HD (high definition) has been completed. Then he covered the channels that are offered.

Mr. Holland described the Operating Statements in the budget, which include the below:

- Merchandise sales
- Broadband services
- Employee compensation
- Materials and supplies
- Utilities
- Legal fees
- Outside services
- Repairs and maintenance
- Property and sales tax
- Cable programming/Copyright/Franchise
- Uncollectible accounts
- Depreciation and amortization

9. Marketing and Communications—Eileen Paulin

Ms. Paulin introduced new Communications Specialist Susan Logan-McCracken. She also announced the promotion of Ellyce Rothrock to Supervisor.

Ms. Paulin provided updates on:

- Docent tours
- New resident orientations
- CodeRED
- Satisfaction surveys
- Appearance dates at clubhouses
- TV appearances for board members

- Topics covered on TV
- The Village Breeze

ITEMS FOR DISCUSSION AND CONSIDERATION:

10. Voting—Chair Annette Sabol Soule

Chair Soule presented her handouts and updated the committee on voting centers, options and processes.

11. Mobility & Vehicles Committee Charter—Chair Annette Sabol Soule

Chair Soule discussed the Mobility & Vehicles Committee Charter, referencing paragraph 11, which states the committee would "work together with the GRF Media and Communications Committee," along with paragraph 10, which references VMS developing an effective customer service program that includes educational literature, training classes and alternative transportation information.

ITEMS FOR FUTURE AGENDAS:

Creating a cheat sheet for being able to view Fox Sports sporting events that are no longer broadcast due to the discontinuation of channels 428 and 429.

Describing value of assessments.

CONCLUDING BUSINESS:

11. Committee Member Comments

Director Pat English stated it was a good meeting.

Director Beth Perak stated it was a good meeting.

Advisor Carmen Pacella stated the Village Breeze was great. Asked if there was a way to intercept the Laguna Woods Globe's Letters to the Editor. Ms. Paulin described that we have attempted to answer individuals but there is no way to intervene in Globe (Orange County Register) business.

Director Lynn Jarrett stated it was a good meeting and she loves the magazine and has been getting a lot of calls.

Director Neda Ardani thanked staff for the hard work and the Breeze.

Steve Parsons mentioned residents are getting attacked by pets and is trying to get these incidences reported and documented.

Ms. Milliman mentioned Resident Services is still one of our problem areas.

Ms. Vonovich commented on work orders that she has had and the great service she has received.

Director Annie McCary gave kudos to everyone for the Breeze and what a great

marketing tool it is.

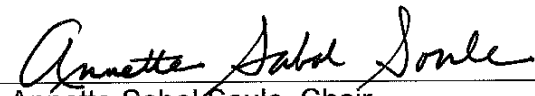
Director Juanita Skillman would like copies of the Breeze in the Library.

Advisor Tom Nash recommended that residents counteract the bad press in the Letters to the Editor with positive feedback.

Ms. Paulin talked about using the Dog Club to address Mr. Parson's concerns.

11. Date of Next Meeting—March 16 at 1:30 p.m.

12. Adjournment
11:09 a.m.

A handwritten signature in cursive script, reading "Annette Sabol Soule", written over a horizontal line.

Annette Sabol Soule, Chair
Media and Communications Committee



OPEN MEETING

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

**Wednesday, February 5, 2020 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Judith Troutman, Don Tibbets, Egon Garthoffner, Craig Wayne, John Frankel, Elsie Addington, Reza Bastani

ADVISORS: Vashti Williams

MEMBERS ABSENT: John Dalis

OTHERS PRESENT: Juanita Skillman, Annette Sabol Soule

STAFF PRESENT: Chris Laugenour, Francisco Perez, Elizabeth Cortez

1. Call to Order

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

2. Acknowledgment of Media

No media present

3. Approval of the Agenda

Agenda was approved by acclamation

4. Approval of Meeting Report for October 2, 2019

The Regular Meeting Report of October 29, 2019 and November 27, 2019 was approved by acclamation.

5. Chair's Remarks

None

6. Member Comments (Items Not on the Agenda)

None

7. Response to Member Comments

None

Reports:

8. Director's Report

Mr. Laugenour reviewed the changes of the Transportation services implemented January, 2020. Since the start of the system, trial modifications were made to a few of the routes on the Easy Rider Fixed-Route program. Fixed-Routes are being closely monitored as tweaks may be made to ensure efficiency. Director Addington recommended clearly marketing the 30 minute closure of neighborhood routes for driver's lunches.

The Journey Program is initially working well, and two eligibility assessment dates have already been conducted with residents.

The BOOST program is being highly utilized and there has been some difficulty in matching Lyft drivers with the residents' addresses. Staff is working on proactive basis to fix this issue and recently the number of missed rides is decreasing each day. As a solution to preventing no-shows, rides booked through concierge will be created with specified notes to the driver. Chair Troutman suggested including landmarks in LYFT driver notes. Chair also suggested reminding LYFT of the learning curve our residents require for using BOOST thusly requesting a grace period for cancellation charges.

In addition, Mr. Laugenour noted two new buses are expected to be received March 2020. Ridership data for the year 2019 is included in the report for historical data. Mr. Laugenour also shared with the committee that staff is working with Age Well to develop a collaborative relationship to improve overall transportation services to the Village.

Items for discussion and consideration:

9. ADA Policy Review

A formal ADA policy was presented to be in compliance with a federally funded grant that was used to purchase three of Laguna Woods Transportation buses. After discussion the Chair entertained motion to accept ADA policy, Director Tibbets moved motion, Director Addington second motion. Committee unanimously voted to approve the policy. (6-0)

10. Committee Charter Resolution Review

Chair entertained motion to accept charter as presented, motion was second, Committee voted unanimously to approve the Charter Resolution without changes. (6-0)

Items for Future Agendas:

11. Bus Policy Updates – Use by Non-Profit Agencies

Concluding Business:

12. Committee Member Comments

Director Bastani suggested color page maps of the routes. Director Garthoffner complimented on the Fixed-Route 30 minute intervals. Director Tibbets complimented staff on their great work on the Transportation changes and commented on the reduction of resident complaints. Chair thanked staff for the report.

13. Date of Next Meeting – Wednesday April 1, 2020 1:30 PM

14. Adjournment

The meeting was adjourned at 3:02 p.m.



Judith Troutman, Chair
GRF Mobility & Vehicles Committee

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