



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, April 7, 2020 - 9:30 A.M.

VIRTUAL MEETING

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

NOTICE AND AGENDA

- 1. Call Meeting to Order / Establish Quorum -- President Carpenter**
- 2. Pledge of Allegiance – Jeff Parker, CEO**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes of Meeting**
 - a. March 3, 2020 – Regular Open Session Meeting
- 6. Report of Chair**
- 7. Report of the Disaster Preparedness Task Force (DPTF) – Vice President Troutman**
 - a. Update from Carlos Rojas, Director of Security on the Implementation of the DPTF EOP for Laguna Woods Village
- 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. Member should call (949) 268-2020 or email meeting@vmsinc.org to request to speak***
- 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.

Recommendation from the Finance Committee:

- a. Consistent with its statutory obligations, subcommittee of the Board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of February, 2020, and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

12. Unfinished Business

- a. Entertain a Motion to Approve the Revised GRF Committee Appointments Resolution
- b. Entertain a Motion to Adopt a Resolution to Update the Rules for GRF Board Meetings (**FEBRUARY Initial Notification—Revised March 2020. 28-day notification for Member review and comment to comply with Civil Code §4360 has been satisfied**)

13. New Business

- a. Entertain a Motion to Accept the 2019 Audit Report
- b. Entertain a Motion to Introduce a Resolution for Off-Season Children's Swim Hours Adjustment (**APRIL Initial Notification—Must postpone 28-days for Member review and comment to comply with Civil Code §4360**)
- c. Entertain a Motion to Introduce a Resolution for Clubhouse Holiday Hours (**APRIL Initial Notification—Must postpone 28-days for Member review and comment to comply with Civil Code §4360**)
- d. Entertain a Motion to Introduce a Resolution to Revise GRF Equestrian Pricing Policy (**APRIL Initial Notification—Must postpone 28-days for Member review and comment to comply with Civil Code §4360**)
- e. Entertain a Motion to Introduce a Resolution for Special Accommodation Policy for Reciprocal and Chartable Club Events (**APRIL Initial Notification—Must postpone 28-days for Member review and comment to comply with Civil Code §4360**)
- f. Entertain a Motion to Place a Peace Pole in the Community
- g. Entertain a Motion to Introduce a Resolution for a GRF Donation Policy (**APRIL Initial Notification—Must postpone 28-days for Member review and comment to comply with Civil Code §4360**)

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 as a virtual meeting.
 - (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 March 12, 2020; next meeting April 9, 2020, at 1:30 p.m. as a virtual meeting
- 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. as a virtual meeting.
 - (1) Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee – Director Troutman. The Committee met on December 12, 2019; next meeting TBA.
- e. Report of the Media & Communications Committee – Director Soule. The Committee met on February 19, 2020; next meeting April 20, 2020, at 1:30 p.m. as a virtual meeting.
 - (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 June 3, 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 TBA.
 - (1) Report of the Laguna Woods Village Traffic Hearings – Director Garthoffner. The Traffic Hearings were held on February 19, 2020; next Traffic Hearings TBA.

- (2) Report of the Disaster Preparedness Task Force – Director Troutman. The Task Force met on January 28, 2020; next meeting will be held on June 26, 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. Orange County Mosquito and Vector Control District Presentation
- c. Resolution for 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) March 3, 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, March 3, 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, Don Tibbetts, and Yvonne Horton

Directors Absent: Beth Perak

Staff Present: Jeff Parker-CEO, Siobhan Foster-COO, Carlos Rojas, Eileen Paulin, Betty Parker, and Grant Schultz

Others Present: United Mutual: Juanita Skillman, Andre Torng, Brian Gilmore, Carl Randazzo,
Third Mutual: 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

Director Fitzekam 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

Director Soule made a motion to approve the agenda. The motion was seconded by Director Matson.

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

- Director Moldow requested to move (11b) Terminate Participation in the Village Energy Task Force from the Consent Calendar to New Business.

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

5. Approval of Minutes

5a. Regular Open Meeting on February 4, 2020

5b. Special Open Meeting on February 20, 2020

Director Soule made the motion to approve the minutes of February 4, 2020-Regular Open Session as amended. The motion was seconded by Director English.

Discussion ensued among the directors.

President Carpenter called for the vote on the minutes of February 4, 2020 as amended and the motion passed unanimously.

Director Soule made the motion to approve the minutes of February 20, 2020-Special Open Meeting as presented. The motion was seconded by Director Matson.

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 commented that the Board approved the reduction of projects and the driving range project. Projects will be reviewed again during the 2021 budget process. Received a compliment from United Mutual's attorney that this is the first time he has seen the Boards working well together.

7. VMS Update Report—Director Phelps

Director Phelps gave an update from the VMS Board Meetings in February. Two new GRF/VMS Board Members were appointed on February 20, 2020: James Tung and Stefanie Brown. The CEO contract has been extended for two years and Carlos Rojas was hired to replace Tim Moy as Security Director. Working on a survey that will go out to residents via email, please make sure your email address is updated. The new Village Breeze Magazine was mailed out to all residents.

8. CEO Report

Jeff Parker-CEO and Siobhan Foster-COO gave a report on the following items:

- Because of the recent concerns about the spread of the coronavirus (COVID-19), staff is monitoring the situation and working with the County of Orange County Health Care Agency. Residents are encouraged to practice healthy hygiene habits;
- Introduction of Carlos Rojas the new Director of Security;
- Community Open Forums to meet the CEO continue on March 11, at Clubhouse 1

- Employee update for the Equestrian Center;
- 2020 Primary Election deadline is today. Ballots can be dropped off until 8:00 p.m. today at Clubhouse 7 or Laguna Woods City Hall;
- 2020 Census is coming soon. In March residents will receive information on how to participate in the census;
- The gate improvements at the RV Lot have been completed.

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;
- Three Members commented about the popularity of the destination shopping bus excursions, complaints about the new fixed bus routes and unreturned calls from the transportation department;
- Three Members commented that the riding program and the operation of the stables at the Equestrian Center have improved, commented about the petition for the Equestrian Center, and asked that the Equestrian Center Ad Hoc Committee be tabled;
- A Member commented about a new club, Senior Brains Foundation, to help develop patents;
- A Member commented about the violations of guests parking overnight with an annual pass;
- A Member commented the Village Energy Task Force will be discussing micro grids at the next meeting tomorrow. SCE will have a public meeting in Santa Ana to seek a 14.4% increase in electric rates in 2021, \$4 more a month in 2022 and \$6 more per month in 2023 and new charges for GS1;
- A Member spoke in favor of the new Village Breeze Magazine, thanked the CEO for his Community Forums and commented on complaints about the new bus system.

10. Responses to Open Forum Speakers

Several Directors responded to and provided input regarding member comments.

- Vice President Troutman commented about the new transportation services and the Lift agreement. The new transportation system is a pilot program;
- Director Garthoffner commented that he will check into the full buses;
- Director Moldow commented about the increase in electricity. He commented that solar energy is looking better. The electric company can cut your electricity during the fire season. Micro Grids provides an energy source independent of the main grid to provide power when the energy companies shut down electricity to the Community;
- Director Matson is happy to hear about the improvements in the

Equestrian Center;

- Director Garthoffner encouraged residents to attend the SCE meeting in Santa Ana;

11. Consent Calendar

Agenda Item (11b) was removed from the Consent Calendar and placed under New Business.

11a. Golden Rain Foundation Trust Agreement Training Seminar.

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 January 2020 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

Recommendation from the Recreation Department:

- 11d.** Laguna Hills Memorial Day Half Marathon 10K and 5K

President Carpenter commented that Agenda item (11b) Termination of GRF Participation on Village Energy Task Force was moved to New Business

President Carpenter announced that Consent Calendar as approved, without objection.

12. Unfinished Business

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

Director Garthoffner read the following resolution:

RESOLUTION 90-20-11 **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)
Cush Bhada, (Third)
Annie McCary (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)

Bunny Carpenter, Chair (GRF)
Yvonne Horton (GRF)
Jim Matson (GRF)
Cush Bhada (Third)
Annie McCary (Third)
2 Vacancies (United)
Advisors: Gary Empfield, Stefanie Brown,
Sally Ingmanson, Bunny Lipinski

Finance Committee

Pat English, Chair (GRF)
Judith Troutman (GRF)
Annette Sabol Soule (GRF)
Jon Pearlstone, (Third)
Steve Parsons (Third)
~~Reza Karimi, (Third)~~
Robert Mutchnick, Alternate (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)
~~Manuel Armendariz (United)~~
Brian Gilmore, Alternate (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)
Jon Pearlstone, Alternate (Third)
Cush Bhada (Third)
John Frankel, 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,~~ Inesa Nord-Leth (Mutual 50)
Advisors: Richard Palmer

Clubhouse 1 Renovation Ad Hoc Committee

Joe Fitzekam, Chair (GRF)
Egon Garthoffner (GRF)
Pat English (GRF)
2 Vacancies (Third)
Brian Gilmore (United)
Sue Margolis (United)
Carl Randazzo, Alternate (United)

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)
Reza Karimi, Alternate (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)
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)
Jon Pearlstone (Third)
Robert Mutchnick (Third)
Steve Parsons, Alternate (Third)
Andre Torng (United)
Brian Gilmore (United)
Sue Margolis, Alternate (United)

OTHER COMMITTEES:

Laguna Woods Village Traffic Hearings

(Chair will alternate between Boards)
Egon Garthoffner (GRF)
Judith Troutman (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)
Advisors: Sue Stephen and Bill Walsh

Select Audit Task Force

Pat English (GRF)
Diane Phelps (GRF)
Elizabeth Roper (United)
Peggy 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.

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

Discussion ensued among the directors about changes to the resolution.

Director Matson made an amendment to add Richard Palmer as an advisor on the GRF Maintenance & Construction (M&C) Committee. The amendment was seconded by Director Troutman.

Discussion ensued among the directors about changes to the resolution.

- Director Rothberg requested to remove Ryna Rothberg and add Inesa Nord-Leth to the GRF M&C Committee.
- Director Moldow requested to add Sue Stephens and Bill Walsh as advisors on the Village Energy Task Force
- Laguna Woods Village Traffic Hearings, the word chair should not be removed because the chair rotates and add "chair will alternate between the boards."

Vice President Troutman called for the vote on the amendment and the amendment passed 9-1-0 (Director Fitzekam opposed)

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

12b. Entertain a Motion to Re-Introduce a Resolution to Update the Rules for GRF Board Meetings

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], 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—Board postponed this item to March 2020.
Must postpone 28-days for member review and comment to comply with Civil Code §4360.

Legal Counsel reviewed and revised the GRF Rules for Board Meetings with the Board Working Group; therefore, the revised document needs to be re-introduced for 28-day member review and comment.

Director Garthoffner made a motion to re-introduce a resolution to update the Rules for GRF Board Meeting for 28-day for member review and comment. Vice President Troutman seconded the motion.

Discussion ensued among the directors.

Director Moldow and Soule discussed several changes to the GRF Board Meeting Rules.

Legal Counsel responded to the requested changes.

Vice President Troutman asked Legal Counsel to address the issue of Robert's Rules and parliamentary procedures as required by the Davis Stirling Act.

Discussion ensued among the directors about changes.

Members spoke about changes to the GRF Board Meeting Rules.

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

12c. Entertain a Motion to Adopt 2020 Recreation Policy Update-Equestrian Center

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

RESOLUTION 90-20-12
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 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

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

Director Garthoffner made a motion to adopt a resolution to for the 2020 Recreation Policy--Equestrian Center Pricing policy update to set the Horse Trailer Storage Fee at 50% of RV Lot rental fee. Vice President Troutman seconded the motion.

Director Fitzekam made an amendment that the prices not be changed and the fees remain the same as the 2019 charges. The amendment was seconded by Director English.

Discussion ensued among the directors.

Members spoke about notification about changes to the Equestrian Pricing Policy.

Director Horton left the meeting at 11:45 a.m.

Jeff Parker-CEO suggested that the Board move forward with resolution and the pricing change of the trailer fees.

Vice President Troutman made a motion to not adopt this resolution; however there is a motion and amendment on the floor.

Betty Parker, Director of Finance, answer questions from the Board on what a "yes" vote and what a "no" vote would mean.

President Carpenter called for the vote on the amendment and the amendment

failed by a vote of 2-7-0 (Directors Fitzekam and English Approved, Director Horton was absent for the vote).

President Carpenter called for a vote on the original motion and the motion passed by a vote of 9-0-0 (Director Horton was absent for the vote).

12d. Entertain a Motion to Adopt the GRF Strategic Planning Committee Charter

Director Garthoffner read the following resolution:

RESOLUTION 90-20-13
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~~ 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
28-day notification for Member review and comment to comply with Civil Code §4360 has been satisfied.

President Carpenter left the meeting and turned the meeting over to Vice President Troutman.

Director Garthoffner made a motion to adopt the resolution to establish a GRF Strategic Planning Committee Charter. The motion was seconded by Director Soule.

Discussion ensued among the directors.

Members spoke about the GRF Strategic Planning Committee Charter.

Director Moldow amended the motion to make amendments to (2d) and (3) of the resolution. The amendment failed for lack of a second.

President Carpenter returned to the meeting.
Discussion ensued among the directors and members about changes to the charter.

Vice President Troutman called for the vote on the motion and the motion passed by a vote of 8-1-0 (Director Moldow opposed, Director Horton was absent for the vote).

Director Horton returned to the meeting.

13. New Business

- 13a.** Entertain a Motion to Approve a Resolution for a Clubhouse 1 Renovation Ad Hoc Committee

Director Garthoffner read the following resolution:

RESOLUTION 90-20-14
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 March 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, February 7, 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, Construction Manager 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, Construction Manager 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.

Director Garthoffner made a motion to approve a resolution for a Clubhouse 1 Renovation Ad Hoc Committee Charter. The motion was seconded by Director Soule.

Discussion ensued among the directors.

Director Moldow made an amendment to revise the resolution to add a construction

manager and consultant to the resolution. The amendment was seconded by Vice President Troutman.

Discussion ensued among the directors about the amendment.

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

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

- 13b.** Section §5500 Operating and Reserve Accounts: Entertain a Motion to Approve a Resolution for Funding and Contract Award for AX Software Modification

Director Garthoffner read the following resolution:

RESOLUTION 90-20-15
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 agents of this Corporation are hereby authorized on behalf of the Golden Rain Foundation Corporation to carry out this Resolution.

Director Garthoffner made a motion to approve a resolution for funding and contract award for AX Software Modification. The motion was seconded by Director English.

Discussion ensued among the directors.

A members spoke in favor and against of this resolution.

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

This item was removed from the Consent Calendar for discussion:

13c. Termination of Golden Rain Foundation Participation on Village Energy Task Force

Director Moldow requested that the Board delay termination of Village Energy Task Force to a later date until the Research Groups are set up and defined.

Director Moldow made a motion to deny termination of the Village Energy Task Force and to extend the termination date until the Village Energy Task Force Charter is either changed to be compliant with the GRF Bylaws or until the GRF Bylaws can be amended or the Research Group is defined. The motion was seconded by Vice President Troutman.

Discussion ensued among the directors.

Legal Counsel answered questions from the Board.

A member spoke against this item to disband the Task Force.

Jeff Parker-CEO answered questions from the Board regarding the formation of the Mutual Research Groups.

President Carpenter called for the vote and the motion failed by a vote of 2-7-0 (Directors Moldow and Garthoffner approved).

Vice President Troutman made a motion to approve the termination of GRF participation in the Village Energy Task Force following the March 4, 2020 Task Force meeting. The motion was seconded by Director Soule.

President Carpenter called for the vote and the motion passed by a vote of 6-3-0 (Director Tibbetts, Moldow, Matson opposed).

14. In the interest of time, the Board did not take 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 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.

- 15b. Report of the Community Activity Committee – Director Fitzekam. The Village Games are coming up in April and encouraged residents to register and attend. 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 discussed the Aliso Creek and drought resistant planting. The Committee met on February 12, 2020; next meeting May 13, 2020, at 1:30 p.m. in the Board Room.

- 15d. Report of the Maintenance & Construction Committee – Director Matson gave an update from the last Maintenance & Construction Committee. The Committee discussed clubhouse renovations, architectural recommendations and the cost to renovate verses modifications. 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 – Vice President 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.

- 15e. Report of the Media & Communications Committee – Director Soule gave an update from the Media & Communications Committee. The Committee discussed contracts, conversion to high definition, the Village Breeze

Magazine, voting, and bulky item pick-up. The Committee met on February 19, 2020; next meeting March 16, 2020, at 1:30 p.m. in the Board Room.

(1) Thrive Task Force Report – The Task Force met on February 26, 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 February 5, 2020; next meeting April 1, 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 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 gave a report from the last Traffic Hearings. 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 – Vice President 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 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.*

16a. Donation by Bah'ail Club of a Bench for Aliso Creek and Two Plumeria Trees at Clubhouse 6

16b. GRF Donation Policy

16c. Approve the Americans with Disabilities Act (ADA) Compliance Policy

17. Directors' Comments

Director Soule commented on the shared cost for golf.

Director Tibbetts commented on the Committee Appointments.

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 1:57 p.m.

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

During the February 4, 2020, Regular Closed Session, the Board:

Approved the Agenda

Approved the Minutes of:

(a) January 7, 2020—Regular Closed Session

Discussed and Considered Personnel Matters

Discussed and Considered Contractual Matters: Broadband Group Service Agreement

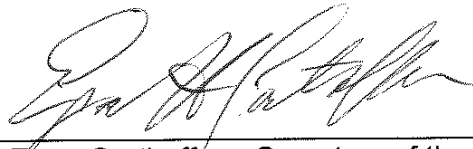
Discussed Legislation Matters

Discussed and Considered Litigation Matters

Discussed Litigation Report Summary

19. Adjournment

The meeting was adjourned at 4:50 p.m.



Egon Garthoffner, Secretary of the Board
Golden Rain Foundation



RESOLUTION 90-20-xx
GRF Committee Appointments

RESOLVED April 7, 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)
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)

Bunny Carpenter, Chair
Yvonne Horton, GRF
Jim Matson, GRF,
Cush Bhada, Third
Annie McCary, Third
2 Vacancies (United)
Advisors: Gary Empfield, Stefanie Brown, Sally Ingmanson
Bunny Lipinski

Finance Committee

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

GRF Committee Appointments
Revised April 7, 2020

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)
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, (Third)
Jon Pearlstone, (Third)
Doug Gibson, Alternate (Third)
Carl Randazzo, (United)
Reza Bastani (United)
Brian Gilmore, Alternate (United)
Ryna Rothberg, (Mutual 50)

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)
Carl Randazzo, (United)
Juanita Skillman (United)
Sue Margolis, Alternate (United)

Board Members by Rotation (Mutual 50)
Advisor: Sharon Molinari

CH1 Renovation Ad Hoc Committee

Joe Fitsekam, Chair (GRF)
Egon Garthoffner, (GRF)
Pat English (GRF)
Jon Pearlstone (Third)
Robert Mutchnick (Third)
Brian Gilmore (United)
Sue Margolis (United)
Carl Randasso (United) Alternate

Media and Communications Committee

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)
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 (Third)
Reza Karimi, 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, (Third)
Doug Gibson, 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)
Jon Pearlstone, (Third)
Robert Mutchnick (Third)
Steve Parsons, Alternate (Third)
Andre Torng, (United)
Brian Gilmore, (United)
Sue Margolis, Alternate (United)

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)
Elsie Addington (United)
Neda Ardani, Alternate (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 90-20-11 adopted March 3, 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". The signature is fluid and elegant, with the first name "Bunny" and last name "Carpenter" clearly distinguishable.

Bunny Carpenter
Golden Rain Foundation Board of Directors, President

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STAFF REPORT

DATE: April 7, 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, April 7, 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

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

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OPEN MEETING

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

**Tuesday, April 7, 2020
Laguna Woods Village Community Center 24351 El Toro Road
Virtual Meeting**

The following agenda item was not available with the agenda packet was posted and distributed. It will be provided before the board meeting under separate cover:

13a. 2019 Audit Report

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STAFF REPORT

DATE: April 7, 2020
FOR: Board of Directors
SUBJECT: Off Season Children's Swim Hours Adjustment

RECOMMENDATION

Authorize the Recreation and Special Events Department to adjust the off-season Children's Swim program hours from noon to 2 p.m. to 2 p.m. to 4 p.m. at Pool 2 during the offseason swim hours, October 1 to Memorial Day weekend.

BACKGROUND

Pool 2 is open from 7 a.m. to 6 p.m. daily; opening at 9 a.m. on Wednesday's for weekly maintenance. The Children's Swim program resides at Pool 2 during the off season, October 1 to Memorial Day weekend, and is currently offered from noon to 2 p.m. daily.

The summer Children's Swim program relocates to Pool 6 with daily hours from 12 noon to 4 p.m., Memorial Day weekend to October 1.

DISCUSSION

Residents have requested that the Children's Swim hours be adjusted during the off-season to provide the opportunity for grandchildren to swim after school.

A seven day electronic survey (Attachment 1) was conducted with Village swimmers. The Recreation and Special Events Department received 128 responses of which 73 respondents confirmed using Pool 2 for lap swimming only. In addition, the survey results indicate that the preferred lap swim times are 7 a.m. to 8 a.m., 9 a.m. to 10 a.m. and 10 a.m. to 11 a.m. (Attachment 2). One of the least utilized times is from 2 p.m. to 4 p.m.

FINANCIAL ANALYSIS

None

Prepared By: Jennifer Murphy, Recreation Manager

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

ATTACHMENT(S)

ATT1: Lap Swim Survey Questionnaire
ATT2: Lap Swim Survey Results
ATT3: CAC Endorsement
ATT4: Resolution 90-20-xx

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ATTACHMENT 1

Laguna Woods Village Swimmer Survey

If you have a moment, we would be grateful if you shared your feedback. Thank you.

Section 1

Do you swim at Pool 2?

Do you use the Pool 2 hot pool?

Do you use the Pool 2 locker room?

Do you use the Children's Swim program?

Are you a lap swimmer?

Section 2

How many days a week do you swim laps at Pool 2?

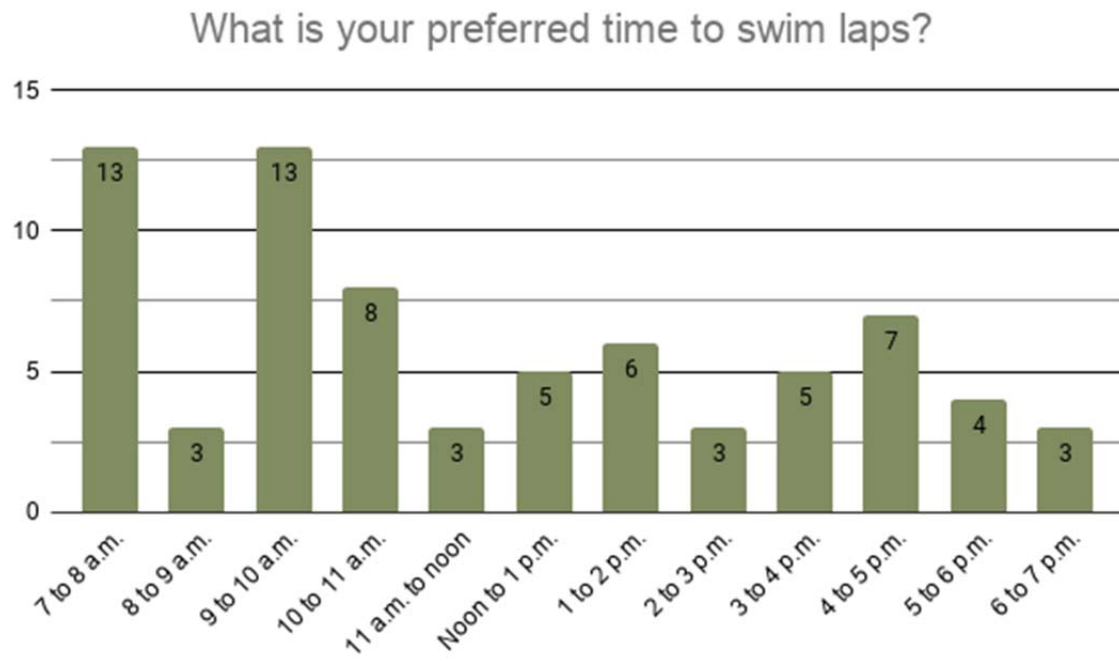
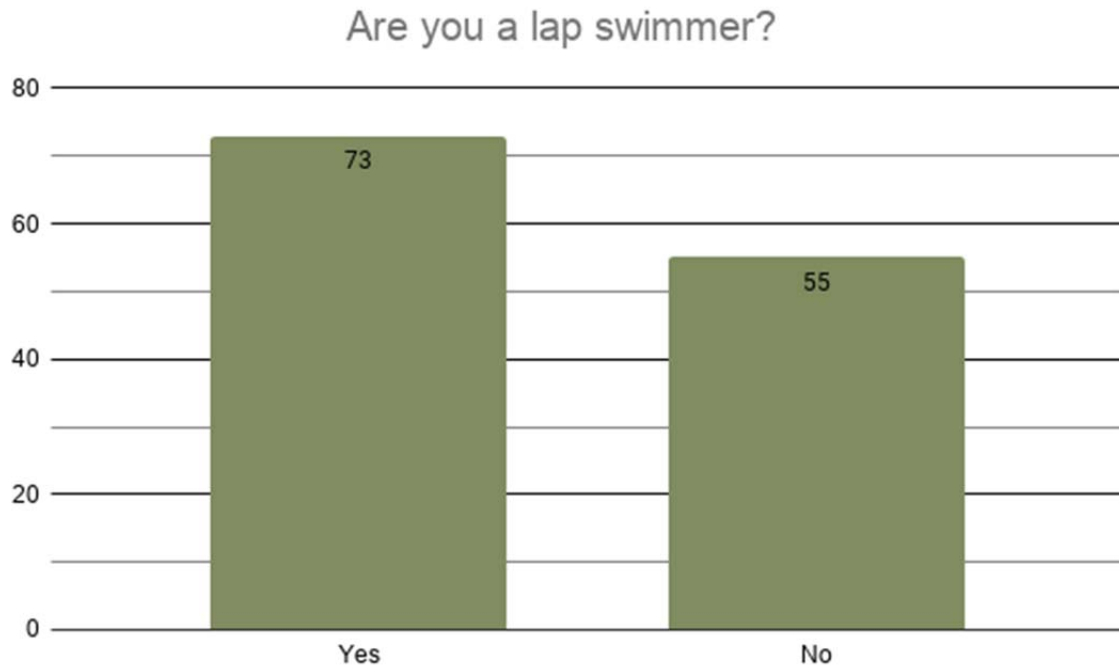
What is your preferred time to swim laps?

Section 3

Confirm Residency. Please enter your manor number.

Thank you for taking the time to complete this survey.

ATTACHMENT 2:



ENDORSEMENT (to Board)

Off Season Children's Swim Hours Adjustment

Authorize the Recreation and Special Events Department recommendation to adjust the off-season Children's Swim program hours from noon to 2 p.m. to 2 p.m. to 4 p.m. at Pool 2 during the off-season swim hours, October 1 to Memorial Day weekend.

A motion was made to adjust the off-season Children's Swim program hours from noon to 2 p.m. to 2 p.m. to 4 p.m. at Pool 2 during the off-season swim hours, October 1 to Memorial Day weekend.

Motion passed unanimously.

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RESOLUTION 90-19-XX
OFF SEASON CHILDREN'S SWIM HOURS ADJUSTMENT

WHEREAS at the March 12, 2020 Community Activities Committee (CAC) meeting, staff recommended to authorize the Recreation and Special Events Department to adjust the off-season Children's Swim program hours from noon to 2 p.m. to 2 p.m. to 4 p.m. at Pool 2 during the offseason swim hours, October 1 to Memorial Day weekend;

WHEREAS Pool 2 is open from 7 a.m. to 6 p.m. daily; opening at 9 a.m. on Wednesday's for weekly maintenance. The Children's Swim program resides at Pool 2 during the off season, October 1 to Memorial Day weekend, and is currently offered from noon to 2 p.m. daily.;

WHEREAS the summer Children's Swim program relocates to Pool 6 with daily hours from 12 noon to 4 p.m., Memorial Day weekend to October 1;

WHEREAS residents have requested that the Children's Swim hours be adjusted during the off-season to provide the opportunity for grandchildren to swim after school;

WHEREAS a seven day electronic survey was conducted with Village swimmers. The Recreation and Special Events Department received 128 responses of which 73 respondents confirmed using Pool 2 for lap swimming only. In addition, the survey results indicate that the preferred lap swim times are 7 a.m. to 8 a.m., 9 a.m. to 10 a.m. and 10 a.m. to 11 a.m. One of the least utilized times is from 2 p.m. to 4 p.m.;

NOW THEREFORE BE IT RESOLVED, April 7, 2020, that the Board of Directors of this Corporation hereby introduces approval of staff recommendation to authorize the Recreation and Special Events Department to adjust the off-season Children's Swim program hours from noon to 2 p.m. to 2 p.m. to 4 p.m. at Pool 2 during the offseason swim hours, October 1 to Memorial Day weekend;

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

April 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: April 7, 2020
FOR: Board of Directors
SUBJECT: Clubhouse Holiday Hours

RECOMMENDATION

Authorize the Recreation and Special Events Department to modify the clubhouse holiday hours beginning January 2021.

BACKGROUND

Laguna Woods Village offers seven different reservable facilities for events such as resident birthday parties, anniversaries and gatherings. Reservations for use of clubhouse facilities are available to residents upon request; fees apply.

Clubhouse rooms may be reserved between 8 a.m. and 10 p.m. seven days a week, except for New Year's Eve, which may be reserved until 1 a.m. Extended hours up to midnight may be scheduled with the facility supervisor three weeks in advance for Clubhouses 2 and 7; additional fees apply.

DISCUSSION

New Year's Day bookings are nonexistent with few reservations taking place on President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day and the Friday after Thanksgiving. Saddleback Emeritus classes are not in session on VMS holidays and clubhouse facilities are vacant and underutilized. With ample notice of limited hours (9 a.m. to 2 p.m.) on said holidays residents will still have the ability to fulfill any needs they may have at the facility.

Clubhouses will remain open on Thanksgiving Day, Christmas Eve and Christmas Day from 8 a.m. to 10 p.m. to accommodate the needs of resident events.

Proposed Clubhouse Holiday Hours

Close All Clubhouses	New Year's Day
Limit Hours 9 a.m. to 2 p.m.	President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day and Friday after Thanksgiving
No Modifications	Thanksgiving, Christmas Eve and Christmas Day

FINANCIAL ANALYSIS

Fulltime and part time hourly staff who are scheduled to work on one of the 10 designated VMS holidays receive holiday pay equal to 1.5 times base pay.

The cost to staff six facilities from 8 a.m. to 10 p.m. on a designated holiday with a part time Recreation Leader is approximately \$2,772. The proposed closure of New Year's Day and

limited hours of 9 a.m. to 2 p.m. on six elected holidays would have a cost savings of \$13,464 annually.

6 Clubhouses Current	8 a.m. to 10 p.m. (14 Hours)	84 hours (per holiday)	\$33 per hour (1.5 times base pay, includes wage, burden, overhead)	\$2,772 per holiday \$27,720 Annually
6 Clubhouses Proposed	9 a.m. to 2 p.m. (5 hours)	30 hours (6 elected holidays)	\$33 per hour (1.5 times base pay, includes wage, burden, overhead)	\$990 (6 holidays/modified) \$2,772 (3 holidays) \$0 (closed New Year's Day) \$14,256 Annually
				Annual Savings \$13,464 (with modifications)

Prepared By: Jennifer Murphy, Recreation Manager

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

ATTACHMENT(S)

ATT 1: Recreation Department Holiday Hours

ATT 2: VMS 2020 Holiday Hours

ATT 3: CAC Endorsement

ATT 4: Resolution 90-20-xx

ENDORSEMENT (to Board)

Clubhouse Holiday Hours

Authorize the Recreation and Special Events Department recommendation to adjust clubhouse holiday operating hours on certain holidays beginning January 2021.

A motion was made to authorize the Recreation and Special Events Department to adjust clubhouse holiday operating hours on certain holidays beginning January 2021.

Motion passed unanimously.

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RESOLUTION 90-19-XX
CLUBHOUSE HOLIDAY HOURS

WHEREAS at the March 12, 2020 Community Activities Committee (CAC) meeting, staff recommended to authorize the Recreation and Special Events Department to adjust clubhouse holiday operating hours on certain holidays beginning January 2021;

WHEREAS New Year's Day bookings are nonexistent with few reservations taking place on President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day and the Friday after Thanksgiving. Saddleback Emeritus classes are not in session on VMS holidays and clubhouse facilities are vacant and underutilized. With ample notice of limited hours (9 a.m. to 2 p.m.) on said holidays residents will still have the ability to fulfill any needs they may have at the facility;

WHEREAS clubhouses will remain open on Thanksgiving Day, Christmas Eve and Christmas Day from 8 a.m. to 10 p.m. to accommodate the needs of resident events;

WHEREAS Proposed Clubhouse Holiday Hours will be as follows:

Close All Clubhouses	New Year's Day
Limit Hours 9 a.m. to 2 p.m.	President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day and Friday after Thanksgiving
No Modifications	Thanksgiving, Christmas Eve and Christmas Day

WHEREAS fulltime and part time hourly staff who are scheduled to work on one of the 10 designated VMS holidays receive holiday pay equal to 1.5 times base pay;

WHEREAS the cost to staff six facilities from 8 a.m. to 10 p.m. on a designated holiday with a part time Recreation Leader is approximately \$2,772. The proposed closure of New Year's Day and limited hours of 9 a.m. to 2 p.m. on six elected holidays would have a cost savings of \$13,464 annually;

NOW THEREFORE BE IT RESOLVED, April 7, 2020, that the Board of Directors of this Corporation hereby introduces approval of staff recommendation to authorize the Recreation and Special Events Department to adjust clubhouse holiday operating hours on certain holidays beginning January 2021;

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

April 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: April 7, 2020
FOR: Board of Directors
SUBJECT: Equestrian Center Pricing Policy

RECOMMENDATION

Board adoption of the CAC recommendation to change to Equestrian Center Pricing Policy, increasing the community subsidy for boarding fees from 65% to 70% with an offsetting reduction in operating costs of \$25,000.

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.

On March 3, 2020 at the GRF Board meeting, a motion was made and carried to approve the horse trailer storage fee at 50% of the RV lot fee. Also, the Board directed staff to send the Equestrian Pricing Policy back to the CAC committee for review at their March 12, 2020 meeting for further discussion of boarding fees.

DISCUSSION

On March 12, 2020 at the GRF CAC meeting, a motion was made and carried unanimously to change Equestrian Center pricing policy for horse boarding fees from 65% to 70% shared cost. Further directive was given to reduce operating costs by \$25,000 to offset the increased subsidy percentage.

FINANCIAL ANALYSIS

An increase in shared cost from 65% to 70% will reduce the horse boring fees from \$319 per month to \$279 per month. If approved, invoice amounts will change on June 1, 2020 for the remainder of the year.

Prepared By: Brian Gruner, Recreation and Special Events Director

Reviewed By: Betty Parker, Chief Financial Officer

Committee Routing: Community Activities Committee

ATTACHMENT(S)

ATT 1: GRF Equestrian Pricing Policy - 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, May 5, 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%~~ 70% 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 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 June 1, 2020, and Resolution 90-20-12 adopted March 3, 2020, 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.

STAFF REPORT

DATE: April 7, 2020
FOR: Board of Directors
SUBJECT: Special Accommodation Policy for Reciprocal and Charitable Club Events

RECOMMENDATION

Approve and authorize the Recreation and Special Events Department to evaluate and modify guest and club fees when clubs host reciprocal and/or charitable club events which market the community to non-residents and/or fundraise on behalf of the community.

BACKGROUND

The Men's 18-Hole Golf Club and other clubs of Laguna Woods host a number of events that market to non-residents or fundraise for the Foundation of Laguna Woods Village. Some of these events include:

- The Memorial Golf Tournament benefiting the Foundation of Laguna Woods Village
- Men's Silver Senior Golf Team Matches
- USTA National Men's Senior Tennis Championship
- Meiklejohn North American Senior National Table Tennis Championship Tournament
- Lunar New Year hosted by the Chinese American Club
- Village Community Fund
- The Laguna Woods Village Aquadettes

Each event has a variety of goals, formats and has been charged differently over the years via approval of the GRF President (Attachment 1).

DISCUSSION

At the March 12 CAC meeting, the committee discussed and approved a policy to be created allowing the Recreation and Special Events Department to evaluate and, if necessary, waive/modify guest and other club fees when events benefit and/or market the community to non-residents.

FINANCIAL ANALYSIS

The 18-Hole Men's Golf Club is the only club currently requesting fees be modified for the following events, resulting in lost revenue for GRF estimated in the amounts shown below:

Event	Revenue Loss	Fee Request
Memorial Tournament benefiting the Foundation of Laguna Woods Village	\$15,750	Guest Fees Waived + Administrative Costs; the event raises over \$30,000 for the Foundation.
Silver Seniors Home Matches	\$1,368	Guests Pay Resident Rate
60+ Match	\$513	Guests Pay Resident Rate

Laguna Woods Men's Club Member/Guest Tournament	\$1,330	Guests Pay Resident Rate
Laguna Woods Men's Club Annual Appreciation Day	\$1,120	All Green Fees Waived
Irvine Valley College Student Event	\$350	Green Fees Waived for 10 College Students
Total Loss	\$20,431	

The financial impact will vary each year depending upon the number of clubs requesting approval.

Prepared By: Brian Gruner, Recreation and Special Events Director

Reviewed By: Betty Parker, Chief Financial Office
Siobhan Foster, Chief Operating Officer

ATTACHMENT(S)

ATT1: 18-Hole Men's Golf Club Fee Modification Request

ATTACHEMENT 1

18-Hole Men's Golf Club Fee Modification Request

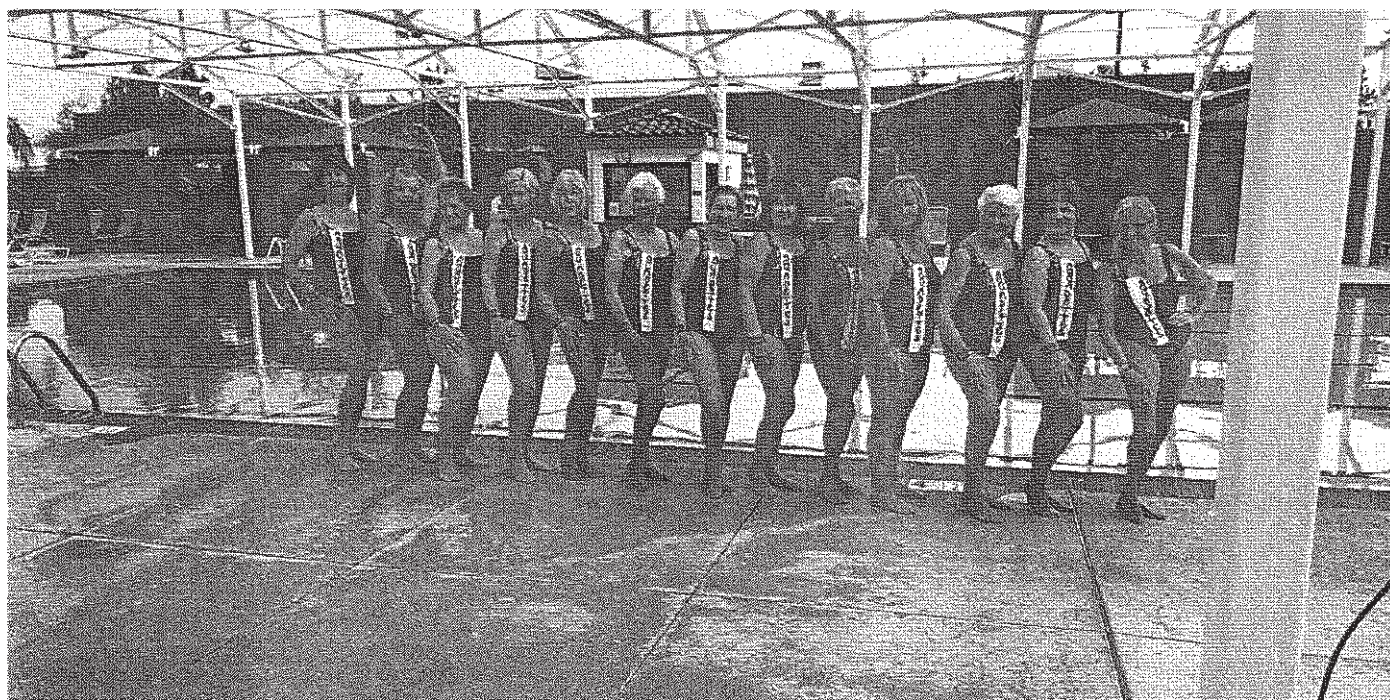
1. The Memorial Tournament Benefiting the Laguna Woods Village Foundation
 - a. Green Fees and Cart Fees have been waived each year by GRF
 - b. The tournament raised approximately \$30,000 each year between donations, sponsorship and other fundraisers during the event.
 - c. Staff has been involved in the set-up and execution of this event and VMS resources have helped with promotion and administration of parts of the event.
 - d. The fiscal impact and loss of approximately \$15,000 in guest fee revenue and \$750 in added payroll to coordinate the tournament for the men's club.
2. Silver Seniors Home and Away Matches
 - a. These are matches with other senior teams from six other clubs around Southern California. They play one home and one away match with each of the clubs that culminate in a season ending championship for the winners of the different brackets.
 - b. 12 members of each team play at each venue for a total of 72 non-residents playing during the season.
 - c. Historically the facility has offered these visiting players the resident green fee of \$16 rather than the guest fee of \$35 as this is typically reciprocal when they travel to the other clubs.
 - d. Revenue lose would be \$1,368, the difference of resident fees and the guest fees.
3. 60+ Match
 - a. One time event pairing players from 5 other clubs in a team play match.
 - b. Players are paired from the other clubs with residents in a fun competitive format. The event allows a social environment to show these visitors our community. Men's Club has stated that several visiting players have purchased property in the community after see what we offer.
 - c. Historically fees have been adjusted to the resident fees of \$16 rather than the \$35 guest fees creating a negative fiscal impact of \$513 for the 27 visitors.
4. Laguna Woods Men's Club Member/Guest Tournament
 - a. Annual event pairing one men's club member with a non-resident guest in a social competitive format.
 - b. Can be as large as 72 members and 72 guests taking 18 of the 27 holes for one day.
 - c. In past years the fees has been adjusted to the resident fee of \$16 per player in an effort to allow the club members to showcase the facility at an affordable rate.
 - d. Loss of revenue is \$1330.

5. Laguna Woods Men's Club Annual Appreciation Day
 - a. The event rewards the numerous volunteers that have helped the club produce quality events throughout the year.
 - b. These are fellow board members, other volunteers and resident staff members.
 - c. Fees have historically been waived for all 70 players. Revenue loss of \$1,120.
6. Irvine Valley College Student Event
 - a. 10 current or past members of the Irvine Valley College Golf team are invited to play in a fun competition with a number of our most upstanding members to encourage good will and allow our members to see very good players play their course.
 - b. Regular fees for the members have always been collected and the young college players have been waived by the facility.
 - c. Revenue loss of \$350 for the waived guest fees for the players.



(949) 246-6593

About Us



The Aquadettes are an extraordinary group of senior women who perform synchronized swimming routines. From Laguna Woods, California, these women work year-round and train three times a week to put on an Annual Water Show. The Aquadettes have appeared on TV in commercials, on CNN, the Today Show, the NBC Nightly News, Inside Edition and others. They have been in magazine and newspaper articles throughout the world, including a 2-page full-color picture in an article on aging in National Geographic Magazine. The Aquadettes are the longest-running senior synchronized swimming team in the world, who are still in existence and amazing today!

The Aquadettes love to perform and their annual show gives them a goal and challenge! But the purpose of the Aquadettes is to prevent isolation ... to encourage senior women to get off the couch, to not be alone, and to join a social group that stimulates your mind and moves your body! The typical Aquadette loves the water, loves music, and the friendships; and most have no prior experience with synchronized swimming. Once they try it, they find they really can do it and they are thrilled to do something they thought they could never do! Many of the members deal with health issues, such as arthritis, joint replacements, osteoporosis, and serious back problems. They look *forward* to coming because they find the water healing and pain-free in this non-gravity environment! The members have often used this exercise as part of their rehabilitation and recovery from

everything from broken bones and heart surgery to brain surgery. They believe it not only improves the quality of their lives, but are living proof that it extends their lives as well. In 2019 they will be celebrating their 55th year. Their 2019 Aqua Follies Water Show will be held at Clubhouse 1 Pool 1 in Laguna Woods Village (24232 Calle Aragon). It is once again scheduled for 3 nights beginning Thursday, August 29th through Saturday, August 31st. Each night is a 300-seat, 60-minute show and **is open to the public for those who buy their tickets here online.** The show features women ranging in age from their 50's to their late 80's, performing a rigorous swimming musical revue to an eclectic mix of music from popular hits to a patriotic finale; which is completely produced by these swimmers; including choreography, music, staging, lighting and the sewing of sparkling costumes. You won't want to miss it! It's like nothing you've ever seen! The cost of admission is \$7.00. The **pool gates open at 7 pm** and the **show starts at**

8 pm. It's open seating, so come early and **bring a jacket (it gets chilly).** For group seating or more information, please call or text (949) 246-6593 or call (949) 462-0810.

If you would like a DVD of this year's 2019 Aqua Follies Show, please call or text (949) 246-6593

(available by Sept 30th - \$5 each payable to The Aquadettes).

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STAFF REPORT

DATE: April 7, 2020
FOR: Board of Directors
SUBJECT: Peace Pole Project

RECOMMENDATION

Approve re-constructing the peace pole at the Aliso Creek Park.

BACKGROUND

A Peace Pole is a monument that displays the message "May Peace Prevail on Earth" in the language of the country where it has been placed, and usually includes at least three additional translations. Peace poles are the most recognized international peace symbol with more than 200,000 peace poles in almost every country throughout the world.

In 1992, the GRF Joint Grounds and Water Committee recommended planting peace groves of trees around a peace pole at the Aliso Creek Park. The Concerned Citizens club dedicated a commemorative monument on Sunday, April 26, 1992 (Peace for Earth Day); a 6-foot high pole with inscribed bronze plates, situated 50 feet west of the giant sycamore tree. It is presumed that this pole deteriorated over time as it is no longer present (Attachment 1).

DISCUSSION

The Concerned Citizens club has organized a committee to pursue the re-construction of a peace pole near the giant sycamore tree at Aliso Creek Park. The committee is proposing an 8' tall white vinyl PVC peace pole in eight languages and a dedication brass plate. The pole is custom made and hand crafted by the World Peace Sanctuary. The recommended languages are Chinese (Mandarin), English, Farsi, Hebrew, Hindi, Korean, Spanish and Vietnamese. A dedication ceremony is scheduled for September 21, 2020 on International Day of Peace.

FINANCIAL ANALYSIS

The proposed project is funded by the Concerned Citizens club with direction from GRF on proper installment and placement. The cost of the pole and dedication plate is estimated at \$250 (Attachment 2); staff estimates \$195 in materials and labor expenses for installing the peace pole. The club would be billed after work is complete cover those costs.

Prepared By: Jennifer Murphy, Recreation Manager

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

ATTACHMENT(S)

ATT1: Leisure World News Articles
ATT2: Peace Pole Design and Pricing

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ATTACHMENT 1

Peace Pole - Classic White with Eight Languages

Price: \$160.00



Manufacturer: May Peace Prevail on Earth International; custom made and hand crafted at The World Peace Sanctuary in Wassaic, NY.

The classic 8 language white vinyl peace pole is made of PVC. It is virtually maintenance free and can withstand any climate.

Each Peace Pole includes a translation of "May Peace Prevail On Earth" in 8 languages of your choice on each side.

Peace Pole Dedication Plates

Price \$50.00

Have a personal message inscribed on a brass plate for your peace pole. More than one dedication plate can be affixed to your peace pole.

Guidelines: 16 characters per line including spaces, 3 line maximum.



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LANDSCAPE

Peace group makes proposal for peace trees in park

Leisure World's Concerned Citizens for Peace have won the recommendation of Golden Rain's Joint Grounds and Water Committee to plant a peace grove of trees around a peace pole in Aliso Park.

The grove will consist of a circle of six trees and the 6-foot high poll inscribed with the phrase "May Peace Prevail on Earth" in four languages.

The grove will be situated approximately 50 feet west of the giant sycamore tree.

If the Golden Rain board approves of the organization's gift, Leisure World will join a worldwide pole project promoting world peace. There are more than peace polls in all 50 states and more than 120 countries throughout the world.

The anticipated dedication date for the grove and poll is April 26 of this year.

Concerned Citizens members

Sara Sperber and Aaron Kaplan made the peace poll presentation to the committee Monday.

Sperber and Kaplan said they would work with landscaping staff to select the trees for the grove, situate the trees within the circle, and coordinate the upkeep of the grove, if extra maintenance is required.

In other business at the meeting, Milt Johns, landscape director, gained committee approval to continue a minimal relandscaping policy if drought conditions continue in Southern California this year.

According to Jim Ito, committee chairman, this area is entering its sixth year of drought.

Johns says the community has been maintaining at least a 20 percent reduction in water usage as per El Toro Water District mandate. More drastic water usage cuts, warned John, might result in staff layoffs.

By Cheryl Walker

LEISURE WORLD NEWS ♦ B SECTION

Thursday, April 9, 1992

CLASSIFIED
INSIDE

Diversions

DEDICATION

Earth Day event includes planting peace tree grove

Aliso Creek Park will be the scene of a special program dedicated to Peace for Earth Day 1992, at 2 p.m. Sunday, April 26. The ceremony, conducted by Concerned Citizens for Peace, establishes a newly planted grove of trees and a commemorative monument.

The grove will consist of a circle of six "Golden Rain" trees headed by a "Peace Pole" made from a squared wooden shaft of cedar wood with bronze plates on each side and the inscription, "May Peace Prevail On Earth." The Leisure world monument will join more than 65,000 peace poles in 84 countries. The Peace Pole project is a worldwide

movement designed to foster peace.

Highlighting the program will be guest speaker Donald Bridgeman, former co-director of Concerned Citizens for Peace, and a former member of the Orange Coast College faculty. Now a resident of Leisure World, Bridgeman took part in the American-Soviet Peace Walk in

Moscow.

Culminating the program will be Gloria Swanson, guitarist and folk singer, who will lead in the singing of peace and folk songs.

Everyone is invited to the free program and reminded to bring a chair. Ceremonies at Aliso Creek Park will be held near cul-de-sac 60 off of Avenida Majorca.

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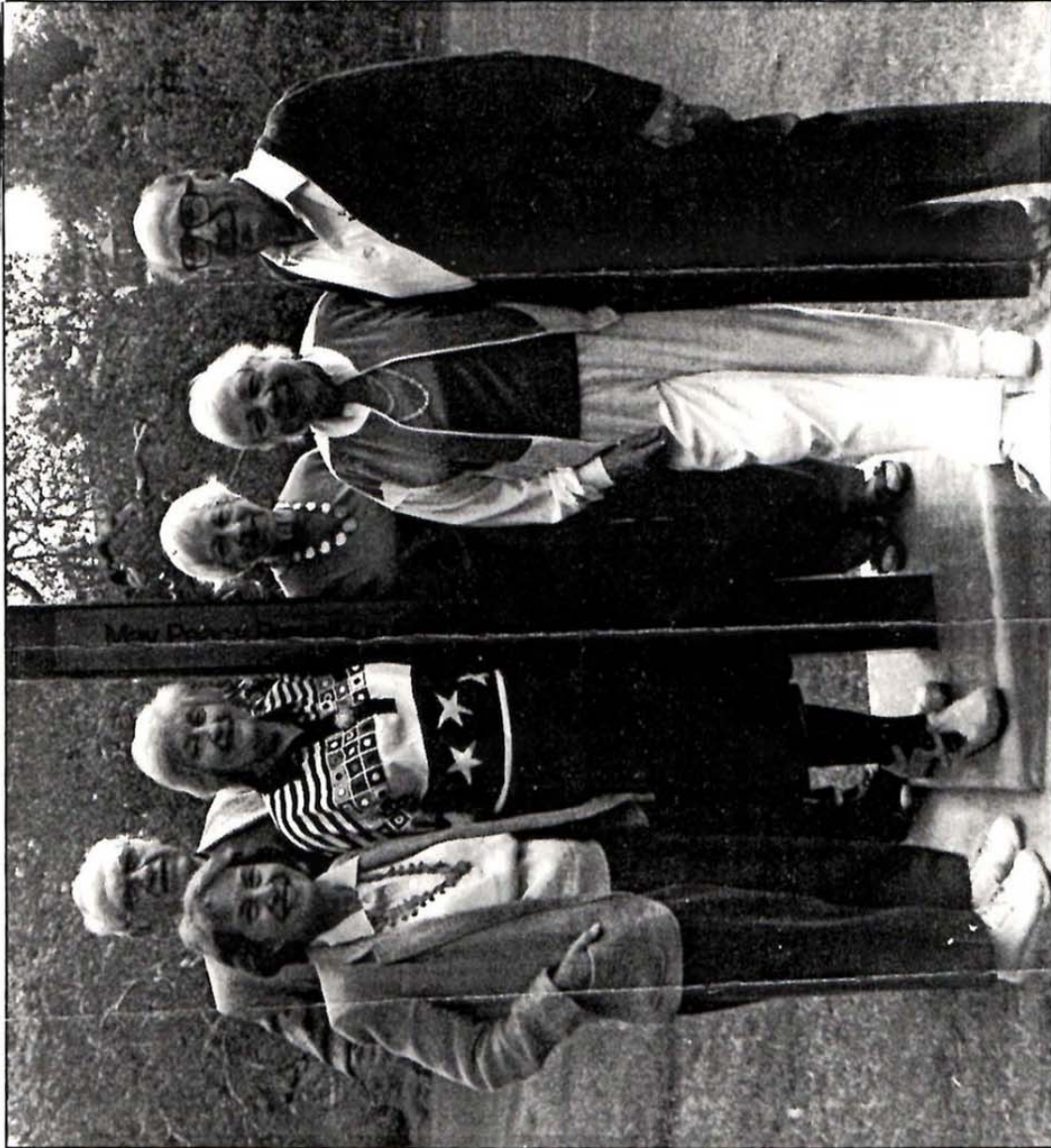
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Involved in the Earth Day celebration this Sunday are members of the Concerned Citizens for Peace in Leisure World, from the left: Henny Jeien, publicity; Bernie Feldman, co-chairman; Concerned Citizens; Sara Sperber, tree committee chairman; Sybille Gordon, and Shirley Warren, committee members and Aaron Kaplan, committee chairman.

STAFF REPORT

DATE: April 7, 2020
FOR: Board of Directors
SUBJECT: Golden Rain Foundation Donation Policy

RECOMMENDATION

Staff recommends adoption of the Donation Policy.

BACKGROUND

On September 3, 2019, the board unanimously directed staff to draft a donation policy that requires 1) donors to pay the cost of installation and quality control and 2) establishes quality standards for donations.

DISCUSSION

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

The proposed policy defines a donation as any item of value given to the GRF by a donor who expects nothing significant of value in return, other than recognition and disposition of the gift in accordance with the donor's wishes to the degree possible. Donations may be offered in the form of cash up to \$100,000 (U.S. dollars only) and real or personal property.

Designated donations may be accepted only when they have a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village. GRF must always comply with applicable governing documents and laws when accepting donations. All donations shall be approved in advance by the GRF board of directors.

The proposed policy sets standards for donations and requires items to be of high quality related to style, appearance, durability and ease of maintenance. Installation of donated community space elements, including any donor acknowledgement, would be completed by Village Management Services (VMS) personnel. Installation would be scheduled at a time and date as determined by applicable department director or COO, so as not to unnecessarily interfere with routine maintenance activities.

FINANCIAL ANALYSIS

There is no anticipated fiscal impact associated with the proposed policy as it requires the donor to cover the full cost for the purchase, installation and maintenance during the expected life cycle of donated community space elements.

Prepared By: Siobhan Foster, COO

Reviewed By: Brian Gruner, Recreation Director
Betty Parker, CFO
Kurt Wiemann, Landscape Director

ATTACHMENT(S)

ATT 1: Golden Rain Foundation Donation Policy

ATT 2: Resolution 90-20-XX

Golden Rain Foundation | Donation Policy

1. Purpose

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

2. Donation Defined

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

3. Types of Donations

Donations may be offered in the form of cash up to \$100,000 (U.S. dollars only) and real or personal property. Designated donations mean those donations that the donor specifies for a particular department, location or purpose. Undesignated donations mean those donations that are given to the GRF for an unspecified use.

4. Consistency with GRF Interests

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

5. Standards for Donations

- a. **Acquisition or purchase:** GRF and the community have an interest in ensuring that community space elements shall be purchased and installed by Village Management Services (VMS). Items selected for acquisition or purchase will be of high quality related to style, appearance, durability and ease of maintenance. VMS personnel will be responsible for coordinating purchases and installations of all community space elements. All acquisitions and/or purchases shall be approved in advance by the GRF board of directors.
- b. **Appearance and aesthetics:** GRF and the community have an interest in ensuring the best appearance and aesthetic quality of community facilities. Community space elements should reflect the character of the space or facility. All community space elements will be installed in a manner that will not substantially change the character of a facility or its intended use.

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

6. Procedure for Making Donations

- a. **Management:** The applicable department director or chief operations officer (COO) will manage the proposed donation(s) (Recreation, Landscaping, General Services, Operations, etc.).
- b. **Contact:** Donor must contact the applicable department director or COO to determine whether donation(s) will be accepted and the conditions of acceptance. If the donation(s) is accepted, donor will work with VMS staff to finalize the combined total cost of donation(s) and complete Donation Agreement (Attachment 1).
- c. **Committee consideration:** Donation(s) will be reviewed by the applicable oversight committee prior to board consideration of donation(s).
- d. **Board approval:** Final approval shall be granted by the GRF Board of Directors for acceptance of all donations.

7. Criteria for Acceptance

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

- a. Meet a true need of the facility;

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

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

8. Guidelines

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

a. Flowers, shrubs and bushes

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

b. Trees

- i. Donated trees become the exclusive property and maintenance responsibility of GRF;
- ii. Site preparation, installation and site restoration will be the responsibility of GRF;
- iii. Tree placement/location will be based upon variety of tree selected, mature height, size etc. Compatibility with surrounding areas will be a strong consideration for trees and their location; and
- iv. Size and species of tree(s) donated shall be limited to those determined by GRF.

c. Signage

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

d. Benches, tables and other amenities

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

e. Buildings, structures and public art

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

9. Conditions

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

10. Distribution of Donation

- a. Tangible items will be distributed to the applicable department director or COO for use.
- b. Monetary donations in U.S. dollars for the installation and maintenance expenses will be deposited into the appropriate account for the designated department as assigned by the chief financial officer (CFO) or recommended by the receiving department director.
- c. Donations of cash for undesignated donations will be deposited into appropriate account for the designated department as assigned by the CFO.

11. Donation Record Keeping

A copy of the Donation Agreement for accepted donations shall be forwarded to the CFO for recordkeeping, the designated department director for which the donation was assigned and to the COO.

12. Declined Donations

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

Attachment

ATT 1: Donation Agreement

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Resolution 90-20-XXX

- Section 5 GRF reserves the right to move/remove and/or retire the donation following cessation of the five year period. The term shall commence upon the date entered into and indicated above.
- Section 6 GRF will not replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires.
- Section 7 Installation and Maintenance: GRF shall be responsible for installation and maintenance of the item, including any reasonable repairs.
- Section 8 Term: The term of this agreement is a minimum of five years or beyond, if applicable.

RESOLVED FURTHER, that Resolution 90-XX-XX adopted _____ is hereby suspended in its entirety and cancelled.

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



Resolution 90-20-XX

Donation Policy

WHEREAS, the GRF Board of Directors has recognized the need to adopt a Donation Policy to set forth guidelines and an efficient and effective process for accepting gifts and minor monetary donations in a responsible, transparent and accountable manner that is consistent with the Golden Rain Foundation (GRF) goals;

NOW THEREFORE IT BE RESOLVED, (DATE), 2020, that the Board of Directors of this Corporation hereby adopts the Donation Policy, as attached to the official minutes of this meeting; and

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

APRIL 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 next available Board Meeting no less than 28-days from the postponement to comply with Civil Code Section 4360.

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Financial Report

As of February 29, 2020



INCOME STATEMENT (in Thousands)	ACTUAL
Assessment Revenue	\$5,237
Non-assessment Revenue	\$2,508
Total Revenue	\$7,745
Total Expense	\$6,769
Net Revenue/(Expense)	\$976

1

Financial Report

As of February 29, 2020



INCOME STATEMENT OPERATING FUND w/o Depreciation or Unrealized Gain / (Loss) (in Thousands)	ACTUAL
Assessment Revenue	\$4,626
Non-assessment Revenue	\$1,561
Total Revenue	\$6,187
Total Expense	\$5,996
Operating Surplus	\$191

2

Financial Report

As of February 29, 2020

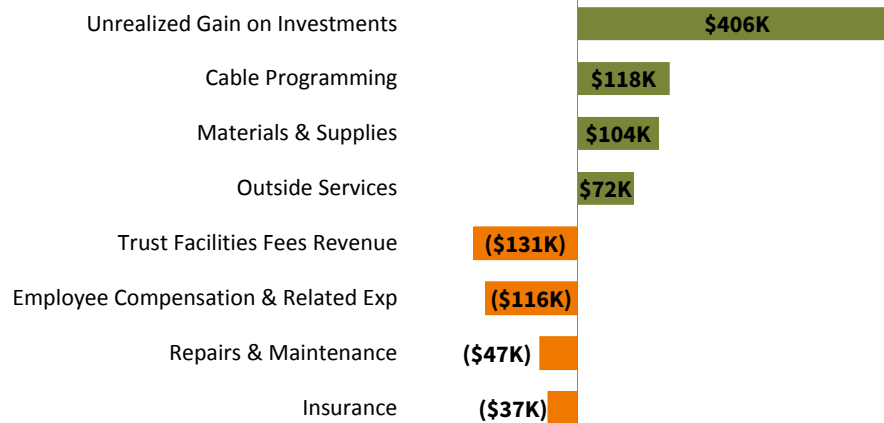


INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE
Assessment Revenue	\$5,237	\$5,237	\$0
Non-assessment Revenue	\$2,508	\$2,252	\$256
Total Revenue	\$7,745	\$7,489	\$256
Total Expense	\$6,769	\$6,872	\$103
Net Revenue/(Expense)	\$976	\$617	\$359

3

Financial Report

As of February 29, 2020



Unfavorable Favorable

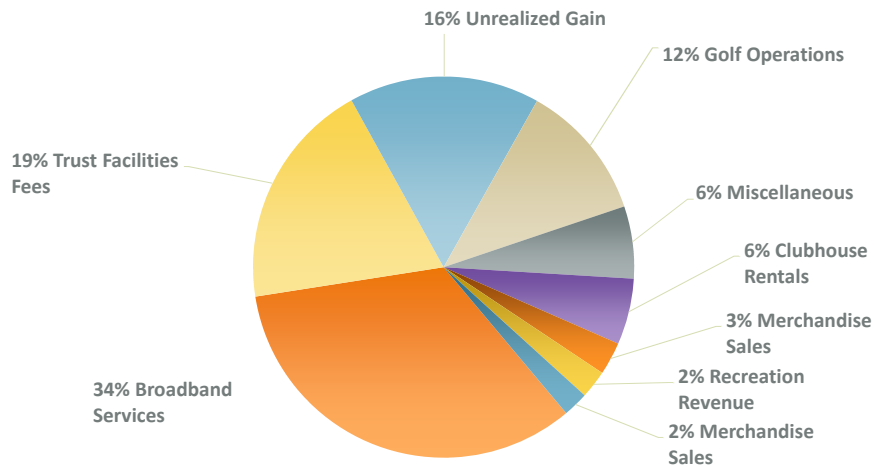
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Financial Report

As of February 29, 2020



Total Non Assessment Revenues \$2,508,118

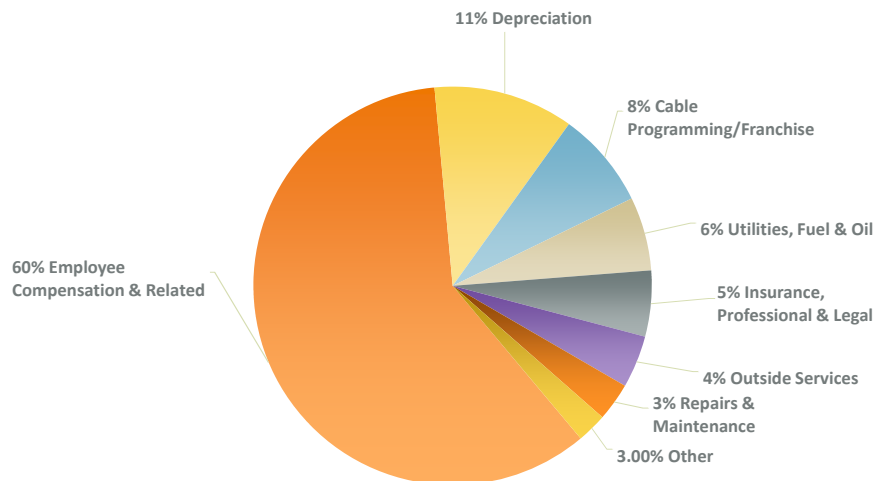


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Financial Report

As of February 29, 2020

Total Expenses \$6,768,672



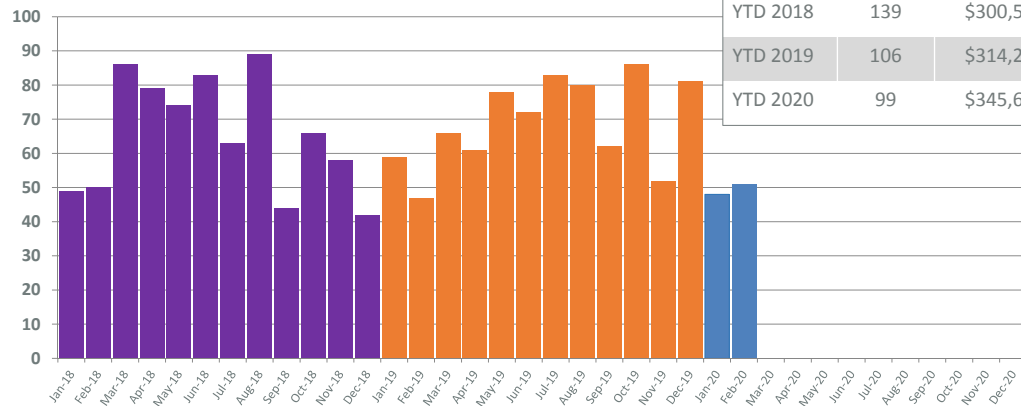
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Financial Report

As of February 29, 2020



RESALE HISTORY - Consolidated



	NO. OF RESALES	AVG. RESALE PRICE
YTD 2018	139	\$300,521
YTD 2019	106	\$314,249
YTD 2020	99	\$345,687

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Financial Report

As of February 29, 2020



FUND BALANCES (in Thousands)	ENDING BALANCES	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment	\$5,135	\$3,655	\$1,480
Facilities	17,142	6,043	11,099
Contingency	835	74	761
Trust Facilities Fee	7,880	0	7,880
TOTAL	\$30,992	\$9,772	\$21,220

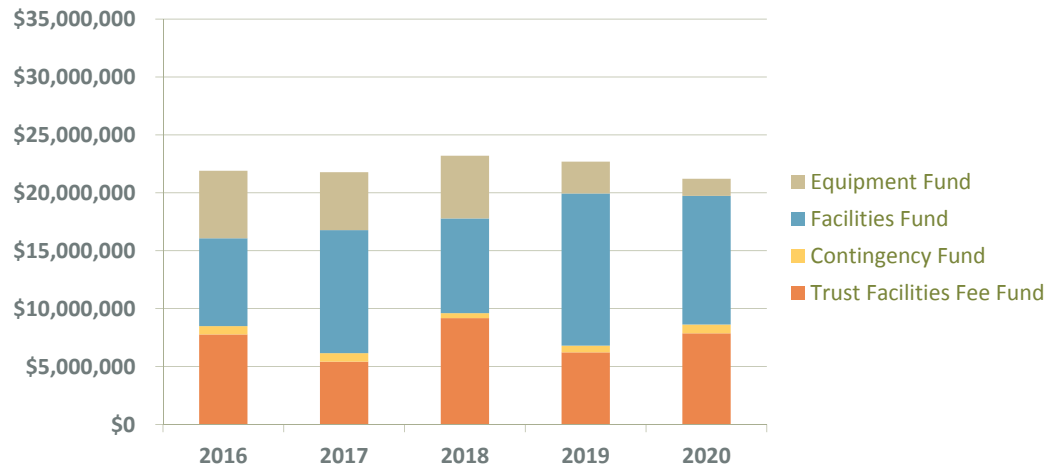
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Financial Report

As of February 29, 2020



ADJUSTED FUND BALANCES



9

Financial Report

As of February 29, 2020



FUND ENCUMBRANCES

(in Thousands)

	TOTAL APPROPRIATIONS	REMAINING ENCUMBRANCE
Aquatics & Fitness	\$737	\$298
Broadband Services	1,180	835
Clubhouses	4,881	3,888
Computers	2,091	552
Community Center	2,225	463
Energy Projects	1,100	560
Golf Facilities	916	718
Landscape	437	348
Other Equipment	310	224
Other GRF Facilities	1,484	898
Paving	1,935	1,012
Security	1,630	651
Vehicles	3,434	1,428
TOTAL	\$22,360	\$11,875

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Golden Rain Foundation of Laguna Woods
Statement of Revenues & Expenses - Preliminary
2/29/2020
(\$ IN THOUSANDS)

		CURRENT MONTH			YEAR TO DATE			PRIOR YEAR	TOTAL
		ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET
Revenues:									
Assessments:									
1	Operating	\$2,313	\$2,313		\$4,626	\$4,626		\$4,683	\$27,754
2	Additions to restricted funds	306	306		611	611		484	3,668
3	Total assessments	<u>2,619</u>	<u>2,618</u>		<u>5,237</u>	<u>5,237</u>		<u>5,166</u>	<u>31,422</u>
Non-assessment revenues:									
4	Trust facilities fees	260	309	(49)	488	619	(131)	565	3,714
5	Golf green fees	122	126	(5)	250	253	(3)	182	1,515
6	Golf operations	23	24	(1)	43	49	(6)	28	249
7	Merchandise sales	38	25	13	70	50	20	38	300
8	Clubhouse rentals and event fees	56	52	4	141	104	36	127	675
9	Rentals	11	6	5	24	51	(28)	16	109
10	Broadband services	445	427	18	844	853	(9)	761	5,119
11	Investment income	37	36	1	54	73	(19)	92	437
12	Unrealized gain/(loss) on AFS investments	406		406	406		406		
13	Miscellaneous	88	97	(10)	190	201	(11)	189	1,173
14	Total non-assessment revenue	<u>1,485</u>	<u>1,103</u>	<u>383</u>	<u>2,508</u>	<u>2,253</u>	<u>256</u>	<u>1,998</u>	<u>13,290</u>
15	Total revenue	<u>4,104</u>	<u>3,721</u>	<u>383</u>	<u>7,745</u>	<u>7,490</u>	<u>256</u>	<u>7,164</u>	<u>44,711</u>
Expenses:									
16	Employee compensation and related	1,892	1,895	4	4,039	3,922	(116)	3,747	24,079
17	Materials and supplies	180	214	34	341	445	104	253	1,910
18	Cost of goods sold	26	16	(10)	48	32	(16)	19	191
19	Community Events	29	27	(3)	64	54	(11)	25	457
20	Utilities and telephone	168	166	(2)	331	331		253	2,352
21	Fuel and oil	35	43	9	75	87	12	72	522
22	Legal fees	17	29	12	18	58	40	20	348
23	Professional fees	27	45	18	67	91	23	88	724
24	Equipment rental	31	18	(14)	49	35	(14)	36	222
25	Outside services	155	182	27	288	360	72	215	2,186
26	Repairs and maintenance	31	53	22	209	162	(47)	89	821
27	Other Operating Expense	51	65	14	118	145	27	89	869
28	Income taxes		2	2		4	4		25
29	Property and sales tax	16	9	(8)	35	17	(18)	26	105
30	Insurance	138	120	(18)	277	239	(37)	211	1,436
31	Cable Programming/Copyright/Franchise	251	332	80	531	649	118	786	3,862
32	Investment expense	3	3		3	7	4	11	41
33	Net Allocation to Mutuals	(228)	(249)	(21)	(496)	(528)	(32)	(382)	(3,161)
34	Uncollectible Accounts		1	1		3	3		15
35	(Gain)/loss on sale or trade		(6)	(6)		(11)	(11)	3	(68)
36	Depreciation and amortization	390	390		771	771		746	771
37	Total expenses	<u>3,212</u>	<u>3,355</u>	<u>144</u>	<u>6,769</u>	<u>6,872</u>	<u>103</u>	<u>6,306</u>	<u>37,705</u>
38	Excess of revenues over expenses	<u>\$892</u>	<u>\$366</u>	<u>\$526</u>	<u>\$976</u>	<u>\$618</u>	<u>\$359</u>	<u>\$858</u>	<u>\$7,006</u>

Statement of Revenue & Expense Variance Report as of February 29, 2020

For the year-to-date period ending February 29, 2020, Golden Rain Foundation operations were better than budget by \$359K, of which \$274K was due to timing and \$85K, was due to net savings.

REVENUE

- **Trust Facilities Fees Line 4** – (\$131K) Unfavorable variance due to fewer manors sold. Revenue generated from the \$5,000 transfer fee is 21% lower than budgeted. To date, 99 manors were sold versus a budget of 124; compared to 106 in 2019 for the same period.
- **Clubhouse Rentals & Event Fees Line 8** – \$36K Favorable variance due to accelerated rentals and events held before the planned May 1 closure of the Performing Arts Center.
- **Rentals Line 9** – (\$28K) Unfavorable variance due to timing of RV storage and garden plot rental revenue, budgeted in January but amortized monthly.
- **Unrealized Gain/(Loss) on AFS Investments Line 12** – \$406K Favorable variance due to reporting of Unrealized Gain on Available for Sale Investments. An entry is made monthly to reflect investment market conditions, which fluctuate.

EXPENSE

- **Employee Compensation and Related Line 16** – (\$116K) Unfavorable variance due an overstated entry for workers' compensation, requiring an adjustment in March to allocate costs to the Mutuals. The variance was furthered by unemployment insurance taxes. Budgeted in the first four months of the year, FUI and SUI taxes are applied only to the first \$7,000 in wages and the expense for this line will taper as employees reach the limit.
- **Legal Fees Line 22** – \$40K Favorable variance due to lower expenditures to date than anticipated. The budget for legal fees is a contingency, which fluctuates from year to year.
- **Insurance Line 30** – (\$37K) Unfavorable variance due to higher premiums at 10/1/19 renewal for property and casualty insurance. Insurance premium increases were implemented after 2020 budget was finalized. Significant changes in market conditions, catastrophic losses including wildfires in California, and a non-renewal situation required a new layered program structure to achieve the existing limits in a tight market.
- **Net Allocation to Mutuals Line 33** – (\$32K) Unfavorable variance due to fewer inter-departmental allocations than anticipated.
- **Timing.** Expenses were favorable to budget by \$274K throughout the organization; budgets are spread evenly and certain expenditures occur earlier or later in the year, including:
 - Cable Programming/Copyright/Franchise Line 31 – \$118K
 - Materials and Supplies Line 17 – \$104K
 - Outside Services Line 25 – \$72K
 - Other Operating Expense Line 27 – \$27K
 - Repairs and Maintenance Line 26 – (\$47K)

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**FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR CLOSED SESSION**

Wednesday, February 19, 2020 – Following Open Session
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 Jon Pearlstone), Sue Margolis, Brian Gilmore

MEMBERS ABSENT: Alfred Amado

STAFF PRESENT: Betty Parker, Steve Hormuth, Christopher Swanson

OTHERS: United – Juanita Skillman

Call to Order

Director English chaired the meeting and called it to order at 2:59 p.m.

Approval of Meeting Agenda

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

Approval of Meeting Report for December 18, 2019

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

Chair Remarks

None.

Delinquency Report

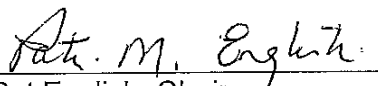
The committee reviewed the Delinquency Report. No action was taken.

Committee Member Comments

None.

Adjournment

The meeting adjourned at 3:07 p.m.


Pat English, Chair

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OPEN MEETING

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

Thursday, March 12, 2020 – 1:30 p.m.
Board Room

MEMBERS PRESENT: Joe Fitzekam-Chair, Andre Torng, Juanita Skillman, Yvonne Horton, Bunny Carpenter, Ryna Rothberg, Annie McCary, Lynn Jarrett, Janey Dorrell, Dennis Boudreau

MEMBERS ABSENT: Ed Tao

OTHERS PRESENT: Steve Parsons, Jon Pearlstone and Doug Gibson were present in audience

STAFF PRESENT: Jeff Parker, Siobhan Foster, Brian Gruner, Betty Parker, Eileen Paulin and Jackie Kupfert

Call to Order

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

Acknowledgement of Media

There was no press present.

Approval of Agenda

A motion was made, and by consensus, the agenda was approved.

Approval of Committee Report for January 9, 2020

A motion was made, and by consensus, the report was approved.

Chair's Remarks

Chair Fitzekam stated he is pleased to be a part of CAC as he is an advocate for residents and thanked the directors and those in the audience. At this time, Mr. Jeff Parker, CEO addressed the room regarding the COVID-19 virus update.

Report of the Recreation and Special Events Director

Mr. Gruner reported the following past events: the Lunar New Year event held on January 11 at the Performing Arts Center was a collaboration between the Recreation Department and the Chinese American Club; Oscar Night at Performing Arts Center was hosted on February 8; the Recreation Department hosted the club presidents meeting on February 20 at Clubhouse 5 with approximately 160 in attendance; the Frankie Avalon concert hosted on March 7 at the Performing Arts Center had over 750 attendees including a meet and greet after the show; Thrive and the Recreation

Department are working together to promote the new kindness campaign; the Armed Forces Adoption Club and the Recreation Department are working together to support Marines at Camp Pendleton and have marine assistance days in the development phase; the monthly dinners continue have been well attended.

Mr. Gruner reported the following facility improvements: the Performing Arts Center renovation is anticipated to begin early May; the Garden Center 1 new seating area is being completed; Tesoro High School kids have been assisting residents at the Garden Centers; tree trimming services are underway at the Garden Centers; free standing garden veggie plots have been purchased for those that are unable to garden due to physical restrictions; the tennis center project is being evaluated and is scheduled to start in May; Clubhouse 1 archery improvements include new targets and target platforms for safety; lounge seating, shade canopies and umbrellas will be purchased for pools.

Mr. Gruner reported the following operational changes: Marcia Garcia is the new Performing Arts Center Senior Coordinator; a new ceramics kiln technician has been hired at Clubhouse 4; all future events are canceled at this time; the Health and Wellness Expo will be postponed until the fall.

Advisor Dorrell inquired as to Restaurant 19 remaining open. Restaurant 19 will stay open per Mr. Parker, CEO. Director Skillman inquired as to hosting the monthly dinners. Mr. Gruner stated they will be canceled at this time.

Chair Fitzekam inquired as to hosting Village Games. Mr. Gruner stated they are postponed until the fall.

Member Comments (*Items Not on the Agenda*)

Members spoke on the following topics: Chicago Club entertainment bookings with regards to the Komedy Klub; creating a new policy that doesn't allow club to club restriction; swim stanchions and flags; improvements to facilities with hearing capabilities; Emeritus class size and parking; club fee and club rollover fees; all events being canceled; facilities closures; confirmation of Woodstock event date; an inquiry regarding the Community Center being open March 31 as due date for the club forms nears. Mr. Gruner stated the Baby Boomers club will decide on the event date, but reassessment will be ongoing. Mr. Gruner stated the Community Center remains open at this time.

Mr. Gruner stated Chicago Club and Komedy Klub disagreement is between the clubs as the Recreation Department doesn't usually mediate problems between clubs. He stated a new policy can be added to the Recreation Department policy, but the entertainer is signing the contract from the club directly. Director Carpenter stated she would like the GRF attorney to be contacted regarding this matter as the entertainer is on GRF property. Chair Fitzekam agreed and would like to proceed with attorney inquiry. Director Carpenter will inquire with the GRF attorney. Advisor Dorrell requested a follow up at the next CAC meeting on April 9. Mr. Gruner stated the swim flag issue was voted against at CAC previously, but more swimmers are requesting the stanchions and flags. Director Skillman stated the Emeritus program is facilitated by Saddleback College with minimal intervention by Laguna Woods Village. Parking is still a problem for those not using Emeritus at Clubhouse 1 facilities, such as the Library, and difficulty in enrolling for classes is for Saddleback College to rectify. Advisor Dorrell stated we do not receive monetary compensation from Emeritus. Chair Fitzekam stated we have limited control over Emeritus and need to add new classes to help with resident enrollment in our classes. Director Rothberg stated space availability in clubhouses limits Emeritus as well as clubs and residents have difficulty finding space for their

activities. Director Horton stated class sizes are smaller due to fire codes. Mr. Gruner stated the size limit of classes was enacted for safety as Emeritus only reviews number of students. They receive monies per person enrolled. The fire codes are set for lecture style, not exercise. Staff will review adding additional classes. Advisor Dorrell inquired as to classes under 10 attendees. Mr. Gruner stated there are none currently as those classes were eliminated as well as classes with larger number of non-resident attendees. Chair Fitzekam stated Emeritus capacity is based on seating, not movement, and staff will be researching wood floor rooms for use. Director Horton inquired as to why potters are not meeting at Clubhouse 4. Mr. Gruner stated the times available were not conducive to the potter's schedule. Staff may be brought in if warranted. Director Torng inquired as to clubs sharing room rental space. Chair Fitzekam stated Pickleball and Paddle Tennis share the courts and invites indoor players to join outdoor players. He also stated the \$50 club fee allows those that do not use the staff services to disband the club but still meet. Director Carpenter stated both the club fee and rollover fees are affecting small clubs. She would like to review the fees as a sliding scale. Chair Fitzekam thanked the speakers from the audience and will follow up with staff. Director Torng inquired as to adding swim flags to next CAC meeting. Chair Fitzekam agreed.

CONSENT

A motion was made, and by consensus, the consent calendar was approved.

REPORTS

Clubhouse Holiday Hours – Mr. Gruner stated the staff recommendation to authorize the Recreation and Special Events Department to adjust clubhouse holiday operating hours on certain holidays beginning January 2021.

Discussion ensued.

Motion was made to authorize the Recreation and Special Events Department to adjust clubhouse holiday operating hours on certain holidays beginning January 2021.

Motion passed unanimously.

Off Season Children's Swim Hours Adjustment - Mr. Gruner stated the recommendation to authorize the Recreation and Special Events Department to adjust the off-season Children's Swim program hours from noon to 2 p.m. to 2 p.m. to 4 p.m. at Pool 2 during the off-season swim hours, October 1 to Memorial Day weekend.

Discussion ensued.

Motion was made to authorize the Recreation and Special Events Department to adjust the off-season Children's Swim program hours from noon to 2 p.m. to 2 p.m. to 4 p.m. at Pool 2 during the off-season swim hours, October 1 to Memorial Day weekend.

Motion passed unanimously.

Equestrian Fees - Mr. Gruner introduced Ms. Betty Parker, CFO. Ms. Parker presented the current Equestrian fees and proposed Equestrian fees.

Discussion ensued.

Motion was made to change Equestrian Center pricing policy from 65% shared cost to 70% shared cost effective June 1, 2020.

Motion passed unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

Fireworks Show at Clubhouse 2 – Mr. Gruner stated staff reviewed the option of lasers in lieu of fireworks. Per the research, the environment within Laguna Woods Village is not conducive to lasers as there is not enough moisture in the air. Mr. Gruner stated he contacted the company regarding reducing sound effect and the potential movement of launch site of fireworks on golf course. Earplugs may be purchased for the horses and sprinklers may be engaged at the Equestrian to create the illusion of a storm.

Motion was made to direct staff to research viable solutions, research charging a ticket fee for the event and present at future CAC meeting.

Motion passed unanimously.

Special Accommodation Policy for Reciprocal and Charitable Club Events- Mr. Gruner stated the accommodations made for charitable events using Men's Golf Club events example. Mr. Gruner stated a policy will be drafted to be presented at future CAC meeting.

Discussion ensued.

Motion was made to have staff present a policy for special accommodation for reciprocal and charitable club events at future CAC meeting.

Motion failed unanimously.

Motion was made to present special accommodation policy for reciprocal and charitable club events at April GRF meeting.

Motion passed unanimously.

Peace Pole - Latifah Taormina was called to speak regarding the peace pole.

Motion was made to support this project.

Motion passed unanimously.

ITEMS FOR FUTURE AGENDAS

Car Club Auto Inspection and Maintenance - Randy Scott was called to speak regarding an update on the successful car club auto inspection and maintenance event.

Review of Existing Recreation Department Rules and Policies - Staff was directed to keep this item under future agendas.

Review of Community Facilities Utilization - Staff was directed to keep this item under future agendas.

Recreation Policy Amendment: Mandatory Security Presence at Specialty Resident Events - Staff was directed to keep this item under future agendas.

CONCLUDING BUSINESS

Committee Member Comments

Advisor Dorrell stated concerns on loss of revenue with entertainers for the Recreation Department and club events. Mr. Gruner stated management is still discussing refund status with Recreation Department events.

Advisor Dorrell stated concerns on fees for room reservations. Mr. Gruner stated that decision is being discussed with boards and management.

Director Rothberg stated Mutual 50 is already making concessions for the COVID-19 virus.

Director Skillman stated the biggest challenge is getting the word out about club cancellations. She stated please tune into Village TV and eblasts for sufficient information. If you feel the information is insufficient, please contact the Marketing and Public Relations Department.

Chair Fitzekam stated CAC will be meeting monthly starting in April and thanked everyone for attending.

Director Jarret stated this was a good meeting.

Director McCary stated kudos to Mr. Gruner and staff for a job well done and thank you in advance for working with CEO and accommodating clubs regarding receipt of consistent information.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held at 1:30 p.m. at the Community Center in the Board Room on Thursday, April 9, 2020.

Adjournment

There being no further business, the Chair adjourned the meeting at 4:29 p.m.

_____ DRAFT _____
Joe Fitzekam, Chair

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

The Regular Meeting of the Security and Community Access Committee was held on Monday, February 24, 2020 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts – Chair, Bert Moldow, Jim Matson, Neda Ardani, Cash Achrekar, Robert Mutchnick, Ralph Engdahl, and John Dalis

MEMBERS ABSENT: None

ADVISORS PRESENT: Larry Cunningham and Frank Tybor

OTHERS PRESENT: John Frankel, Juanita Skillman, Annie McCary, Annette Sabol Soule, Doug Gibson, and Andre Torng

STAFF PRESENT: Tim Moy, Carlos Rojas, and Debbie Ballesteros

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:30 p.m.

ACKNOWLEDGEMENT OF PRESS

The Media was not present.

APPROVAL OF AGENDA

Director Ardani made a motion to approve the agenda as presented. Director Mutchnick seconded the motion.

By unanimous vote, the motion carried.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the January 20, 2020 meeting report as presented.

CHAIRMAN'S REMARKS

Chair Tibbetts stated this is the last meeting for the Tim Moy, Chief of Security. He informed the Committee that the new Chief, Carlos Rojas, is the former Chief of Police for Santa Ana. Chief Moy introduced the new Chief to the Committee. Chief Rojas addressed the Committee.

MEMBER COMMENTS ON NON-AGENDA ITEMS

Estelle DiNunzio (589-D), President of the Theatre Guild Club, asked the Committee to consider the possibility of giving access to RV lot B to a non-resident member of the club. Ms. DiNunzio explained that the Club has storage in the RV Lot B and it is difficult to coordinate a resident to meet a club member / consultant for audio and stage managing to pick up / drop off equipment. She is asking the Committee to grant an exception to give a non-resident access to the RV lot without having a resident be present.

Roberta Berk (933-B) commented on the Gate 3 arms being placed in the "up" position by Ambassadors, if shepherd crooks will be placed on the fencing of Aliso Creek, and the policy for when the gates are opened during the rainy season.

RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS

The Committee and Chief Moy responded to Ms. Berk.

The Committee responded to Ms. DiNunzio. The Committee commented and asked questions.

Director Moldow made a recommendation to send this issue to the GRF Board. Director Matson seconded the motion.

By a vote of 1-5-0 (Director Ardani, Achrekar, Matson, Mutchnick, and Engdahl opposed), the motion failed.

REPORTS

Gate Access Update

Chief Moy updated the Committee on Gate Access Project. He discussed Gate 11 and explained that the plan is to open Gate 13 and close Gate 11 to expedite the process. He stated that golf carts would be able to use Gate 11, but all vehicles would use Gate 13. However, there will be a meeting tomorrow, February 25, 2020 to see if it is feasible to use Gate 13.

Disaster Preparedness Task Force Report

Chief Moy reported that there were some changes in the Bylaws. The Task Force is now a GRF Task Force with Director Judith Troutman as the Chair and the Chief of Security will now be the Staff Officer.

Chief Moy informed the Committee that First Aid and CPR / AED training has been scheduled. However, there is a new class that is being looked into to see if it would be a good fit for the Community.

RV Update

Chief Moy informed the Committee that automated gates were installed at RV lot B. He also stated that there is no waiting list. An audit was made on the RV lot spaces in

which deficiencies were identified and spaces were freed up for any future / current residents.

Noteworthy Incidents

Chief Moy presented noteworthy incidents. He explained that there is a wall of recognition inside the Security Office where frames picture of commendations are hung up.

Chief Moy informed the Committee that a Security Patrol Officer (SPO) was doing patrols and noticed a suspicious male walking around. The SPO made contact which caused the male to discard something in a dumpster and ran away. The SPO went to the dumpster and found items including a ball point hammer. The SPO stopped what could have been a vehicle break-in.

Chief Moy also informed the Committee that the Security Division recognized and Officer, Dispatcher and Gate Ambassador of the Year:

- Kyle Belanger was Officer of the Year.
- Jim Mathews was Dispatcher of the Year
- Larry and Tina Morkved were Gate Ambassadors of the Year

He also updated the Committee about two promotions that were recently made:

- Supervisor I Dan Lurie was promoted to Watch Commander (Supervisor II)
- SPO Iman Movassaghi was promoted to Supervisor I

Chief Moy explained that professionalism and CATE (C=Customer Service, A=Accountability, T=Transparency, and E=Efficiency) are very important.

Security Statistics

Chief Moy reported on the statistics for the Security Department that includes foot patrols, notice of violations, crimes, traffic collisions, RV lots, Social Services and the Compliance Division. Reports are attached to the official minutes of this meeting.

Chief Moy went through each report and explained certain statistics to the Committee. The Committee commented and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

DPTF Clubhouse Antennas

Chief Moy introduced Bruce Bonbright, Radio Officer for the DPTF, who presented the DPTF Clubhouse Antennas.

Director Mutchnick made a motion to approve the DPTF Clubhouse Antennas. Director Achrekar seconded the motion.

By unanimous vote, the motion carried.

ITEMS FOR FUTURE AGENDAS

- Time length for Permanent Passes

CONCLUDING BUSINESS

Committee Member Comments

Director Dalis stated that Chief Rojas' speaking voice was good and that future meetings should be exciting.

Mr. Cunningham congratulated Chief Rojas for joining the team. He stated that he has big shoes to fill. He also stated that it was a pleasure to work with Chief Moy.

Director Ardani thanked Chief Moy and welcomed Chief Rojas. She also brought up customer service and the attitudes of Gate Ambassadors and asked how it could be improved.

Director Achrekar welcomed Chief Rojas and thanked Chief Moy.

Director Moldow stated that he would miss Chief Moy and his discussions.

Director Matson stated that this has been a wonderful experience.

Director Mutchnick echoed everyone's comments and wished Chief Moy nothing but success with his new position. He also welcomed Chief Rojas and stated that he is looking forward to working with him.

Director Engdahl thanked and wished Chief Moy good luck. He welcomed Chief Rojas.

Chair Tibbetts stated that ever since Laguna Woods Village became self-managed, the quality of the Security Division has become better and it should continue to get better with the new Chief. He further stated that Chief Moy would be missed.

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, April 27, 2019, at 1:30 p.m. in the Laguna Woods Village Community Center, Board Room.

ADJOURNMENT

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



Don Tibbetts, Chair