



**OPEN SESSION**

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

**Tuesday, January 5, 2021, 9:30 a.m.**  
24351 El Toro Road, Laguna Woods, California  
**Virtual Meeting**

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Directors Present: Bunny Carpenter, Egon Garthoffner, Joan Milliman, Sue Stephens, Yvonne Horton, Bert Moldow, Gan Mukhopadhyay, James Hopkins, Jon Pearlstone, Don Tibbetts, Maggie Blackwell

Directors Absent: None

Staff Present: Jeff Parker-CEO, Siobhan Foster-COO, Carlos Rojas, Brian Gruner, Ernesto Munoz, Cheryl Silva, Grant Schultz, and Becky Jackson

Others Present: **Third:** Debbie Dotson  
**United:** Cash Achrekar, Elsie Addington  
**Mutual 50:** Ryna Rothberg, John Carter  
**VMS:** Judith Troutman

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

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

**2. Pledge of Allegiance -- Director Garthoffner**

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

**3. Acknowledgment of Media**

The media and the Village Television crew are present remotely by way of cameras.

**4. Approval of Agenda**

President Carpenter asked for any changes to the agenda.

- Director Milliman requested to add Vote for Second Vice President and Entertain a Motion to Approve a Resolution Updating the Board Officers to the agenda under unfinished business.

- Director Moldow requested to add Energy Solutions Research Group to the agenda under Committee Reports.

By consensus, the agenda was approved as corrected.

## **5. Approval of Minutes**

- a. December 1, 2020--Regular Open Meeting
- b. December 7, 2020—Special Open Meeting (VMS Appointment)

Hearing no corrections, the minutes of December 1, 2020, Regular Open Session were approved without objection.

Hearing no corrections, the minutes of December 7, 2020, Special Open Meeting were approved without objection.

## **6. Report of the Chair**

President Carpenter welcomed Maggie Blackwell to the board and announced the network contract went through and there will be no blackout date for the CBS channel.

## **7. CEO Report**

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

- According to the Orange County Health Care Agency (OCHCA), COVID-19 positive cases have increased from 4,406 to 8,990 cases in Orange County. 25 additional deaths were reported. Hospital beds over 2,000 and 500 ICU beds are occupied with COVID-19 cases.
- Vaccine distribution will be coordinated with the City of Laguna Woods.
- Recruitment continues for the Facilities Manager.
- Christmas trees will be picked up on January 5 and 8 and ground up into mulch.
- Bulky Item Pick-up will be held on Saturday, January 15.
- Clearing and grubbing work along Interstate 5 will begin this month.
- Swimmers are encouraged to take the lap challenge at lap pools 2 & 5.

Jeff Parker-CEO and Siobhan Foster-COO answered questions from the board.

## **8. Open Forum (Three Minutes per Speaker)**

President Carpenter asked staff to read member comments:

Becky Jackson commented there were no Member's comments.

- Director Achrekar commented about restrictions on new people coming into the community to use our facilities. He would like to see a sign posted with the state guidelines.
- Director Garthoffner asked about lease restrictions for residents using AirBnB

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

The following responses to the open forum speakers:

- Jeff Parker-CEO commented that a link to the state guidelines will be posted on the website.

## 10. Consent Calendar

### **Recommendation from the Finance Committee:**

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

### **Recommendation from the Landscape Committee:**

- b. Recommendation to Approve Tree Removal Request: 4403-1D (Shaw) – One Olive Tree and Four Aleppo Pines

### **RESOLUTION 90-21-01**

#### **Approve the Request for Removal of One Olive Tree and Four Aleppo Pine Trees**

**WHEREAS**, on November 30, 2020, the Landscape Committee reviewed the request for the removal of one Olive tree and four Aleppo Pine trees. The request was received from the Member at 4003-1D who cited the reason as view obstruction and;

**WHEREAS**, the Committee recommends approving the request for the removal of one Olive tree and four Aleppo Pine trees due to two factors; the trees are volunteer trees on GRF property and, given the current size of the trees, it would be financially beneficial to remove them now rather than allowing them to grow and require future trimming.

**NOW THEREFORE BE IT RESOLVED**, January 5, 2021, the Board of Directors approves the request for the removal of one Olive tree and four Aleppo Pine trees located on the slope at the rear of the unit at 4003-1D;

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

President Carpenter asked for approval of the Consent Calendar.

Hearing no objection, the Consent Calendar was approved without objection.

## 11. Unfinished Business—none

**11a.** Nominations for Second Vice President—Jon Pearlstone & Don Tibbetts  
The vote for Second Vice President was postponed yesterday because of the tie vote. The board voted again for Second Vice President.

Corporate Secretary, Cheryl Silva, announced that Don Tibbetts received (6) votes and Jon Pearlstone received (5) votes. President Carpenter announced that Don Tibbetts would be the new Second Vice President.

**11b. Entertain a Motion to Update the Resolution for Board Officers**

**RESOLUTION 90-21-02**  
**APPOINTMENT OF OFFICERS**

**RESOLVED**, on January 5, 2021, pursuant to Golden Rain Foundation Bylaws which sets guidelines, terms and responsibilities for the election of Officers to this Corporation the following persons are hereby elected to the office indicated next to their names to serve:

Bunny Carpenter	President
Egon Garthoffner	1 <sup>st</sup> Vice President
Don Tibbetts	2 <sup>nd</sup> Vice President
Joan Milliman	Secretary
James Hopkins	Treasurer

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

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

**RESOLVED FURTHER**, that Resolution 90-20-55, adopted November 12, 2020, is hereby superseded and cancelled; and

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

Director Blackwell made a motion to approve a resolution updating the Board Officers. Director Milliman seconded the motion.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed without objection.

**12. New Business**

**12a. Entertain a Motion to Approve a Resolution for the Strategic Planning Committee Charter**

**RESOLUTION 90-21-03**  
**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 Golden Rain Foundation (GRF).

**NOW THEREFORE BE IT RESOLVED**, January 5, 2021, 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. Building community consensus on the vision for the Village's growth, financial and operational goals translated into specific, quantifiable goals and objectives.
4. Helping Village Management Services (VMS) Inc. identify critical strategic issues facing the organization. Assisting in analysis of alternative strategic options.
5. ~~Understanding~~ **Recognizing** the organization's industry, market/community, ~~and in order~~ to improve core competencies.
6. Keeping up-to-date on industry and local market trends, opportunities to improve the cost effectiveness and quality of services provided by the organization.
7. Identifying and assisting in the development of major new programs and services.
8. Developing criteria for management to use in evaluating potential strategic investments.
9. Making recommendations to the full board related to the organization's mission, vision, strategic initiatives, major programs and services.
10. In cooperation with Managing Agent (VMS), establishing the development of three-five year and long-range (10 years or more) strategic plans with measurable goals and time targets, and present Plan to the Board.

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11. In cooperation with Managing Agent (VMS), annually reviewing the strategic plan and recommending updates as needed based on changes in the market, community needs, and other factors.
12. Researching alternative sources of revenue and alternative cost sharing models and make recommendations to the Board.
13. 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 out this resolution.

Director Milliman made a motion to approve the GRF Strategic Planning Committee Charter. Director Garthoffner seconded the motion.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed with amendments without objection.

- 12b. Entertain a Motion to Approve the Resolution to Update the GRF Committee Appointments

**RESOLUTION 90-21-04**  
**GRF Committee Appointments**

**RESOLVED** January 5, 2021, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

**Business Planning Committee**

Sue Stephens, Chair (GRF)  
Jon Pearlstone, (GRF)  
James Hopkins (GRF)  
Steve Parsons (Third)  
Deborah Dotson (Third)  
Donna Rane-Szostak, Alternate (Third)  
Sue Margolis (United)  
Manuel Armendariz (United)  
Brian Gilmore, Alternate (United)  
Al Amado, (Mutual 50)

**Strategic Planning Committee**

Jon Pearlstone, Chair (GRF)  
James Hopkins (GRF)  
Gan Mukhapadhyay (GRF)  
Robert Mutchnick (Third)  
Cush Bhada (Third)

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Steve Parsons, Alternate (Third)  
Sue Margolis (United)  
Andre Torng (United)  
Brian Gilmore, Alternate (United)  
**Advisor: Dick Rader**

**Community Activities Committee**

Jon Pearlstone, Chair (GRF)  
Bunny Carpenter (GRF)  
Yvonne Horton (GRF)  
Deborah Dotson (Third)  
Reza Karimi (Third)  
Annie McCary, Alternate (Third)  
Andre Torng (United)  
Cash Achrekar (United)  
Elsie Adddington, Alterate (United)  
Ryna Rothberg, (Mutual 50)  
Advisor: Roland Boudreau, Juanita Skillman

**Equestrian Center Ad Hoc Committee**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Vacant (GRF)  
Cush Bhada (Third)  
Annie McCary, (Third)  
Vacant (United)  
Vacant (United)  
Advisors: Gary Empfield, Stefanie Brown, Bunny Lipinski, Susan Hemberg

**Finance Committee**

James Hopkins, **Chair** (GRF)  
Jon Pearlstone (GRF)  
Gan Mukhapadhyay (GRF)  
Steve Parsons (Third)  
Robert Mutchnick (Third)  
Deborah Dotson, Alternate (Third)  
Azar Asgari (United)  
Carl Randazzo (United)  
Manuel Armendariz, Alternate (United)  
Al Amado, (Mutual 50)  
Advisor: Rosemarie diLorenzo

**Purchasing Ad Hoc Committee**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Vacant (GRF)  
Steve Parsons (Third)  
Donna Rane-Szostak (Third)  
Ralph Engahl, Alternate (Third)

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Carl Randazzo (United)  
Cash Achrekar (United)  
Brian Gilmore, Alternate (United)

**Landscape Committee**

Yvonne Horton, Chair (GRF)  
**Maggie Blackwell** (GRF)  
Vacant (GRF)  
Lynn Jarrett, (Third)  
Reza Karimi, (Third)  
Donna Rane-Szostak, Alternate (Third)  
Manuel Armendariz, (United)  
Andre Torng (United)  
~~Anthony Liberatore, Alternate (United)~~  
Vacant (Mutual 50)

**Maintenance & Construction Committee**

Egon Garthoffner, Chair (GRF)  
Bert Moldow (GRF)  
Gan Mukhapadhyay (GRF)  
John Frankel (Third)  
Ralph Engdahl (Third)  
Deborah Dotson, Alternate (Third)  
Carl Randazzo, (United)  
Brian Gilmore (United)  
Reza Bastani, Alternate (United)  
**John Carter** (Mutual 50)  
Advisor: Richard Palmer, Steve Leonard, Bill Walsh

**Clubhouse 1 Renovation Ad Hoc Committee**

Bert Moldow, Chair (GRF)  
Egon Garthoffner (GRF)  
Gan Mukhapadhyay (GRF)  
John Frankel (Third)  
Cush Bhada (Third)  
Ralph Engdahl, **Alternate** (Third)  
Carl Randazzo (United)  
Manuel Armendariz (United)  
Sue Margolis, Alternate (United)  
Advisors: Steve Leonard, Bill Walsh

**Energy Solutions Ad Hoc Committee**

Sue Stephens, Chair (GRF)  
Bert Moldow, (GRF)  
Egon Garthoffner (GRF)  
Vacant (United)  
Vacant (United)  
Vacant (Third)  
Vacant (Third)



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Advisors: Steve Leonard, Bill Walsh

**Media and Communications**

Joan Milliman, Chair (GRF)

Bunny Carpenter (GRF)

Maggie Blackwell (GRF)

Annie McCary (Third)

Lynn Jarrett (Third)

Deborah Dotson, Alternate (Third)

Elsie Addington, (United)

Neda Ardani (United)

Cash Achrekar, Alternate (United)

Ryna Rothberg, (Mutual 50)

Advisors: Carmen Pacella, ~~Frank Tyber~~, Tom Nash, Juanita Skillman, Lucy Parker  
Theresa Frost

**Mobility & Vehicles Committee**

Don Tibbetts, Chair (GRF)

Egon Garthoffner (GRF)

Joan Milliman (GRF)

Craig Wayne (Third)

Reza Karimi (Third)

Cush Bhada, Alternate (Third)

Elsie Addington, (United)

Reza Bastani (United)

Neda Ardani, Alternate (United)

Margaret Bennett (Mutual 50)

Advisor: Vashi Williams

**Security and Community Access**

Don Tibbetts, Chair (GRF)

Bert Moldow (GRF)

Maggie Blackwell (GRF)

Cush Bhada (Third)

Craig Wayne (Third)

Donna Rane-Szostak, Alternate (Third)

Manuel Armendariz (United)

~~Anthony Liberatore (United)~~

Andre Torng, Alternate (United)

Margaret Bennett (Mutual 50)

**OTHER COMMITTEES:**

**Disaster Preparedness Task Force**

Carlos Rojas, Chair

Bert Moldow, (GRF)

Sue Stephens (GRF)

John Frankel, (Third)

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Annie McCary, (Third)  
Donna Rane-Szostak, Alternate (Third)  
Cash Achrekar, (United)  
Andre Torng, (United)  
Reza Bastani, Alternate (United)  
Board Members by Rotation (Mutual 50)  
Advisors: Tom Soule, Bruce Bonbright

**GRF Bylaws Ad Hoc Committee**

Sue Margolis, Chair (United)  
Bunny Carpenter (GRF)  
Bert Moldow (GRF)  
Steve Parsons (Third)  
Lynn Jarrett (Third)  
Elsie Addington (United)  
~~John Carter~~ (Mutual 50)  
Sue Stephens (Mutual 50)

**Laguna Woods Village Traffic Hearings**

(Chair will alternate between Boards)  
Yvonne Horton (GRF)  
Sue Stephens (GRF)  
John Frankel (Third)  
Deborah Dotson (Third)  
Cush Bhada, Alternate (Third)  
Neda Ardani (United)  
Elsie Addington, Alternate (United)  
Board Members by Rotation (Mutual 50)

**Select Audit Task Force**

Jon Pearlstone (GRF)  
Elizabeth Roper (United)  
Peggy Moore (Third)  
Diane Phelps (VMS)

**Insurance Ad Hoc Committee (new)**

Sue Margolis, Chair (United)  
Cash Achrekar, Co-Chair (United)  
Jon Pearlstone (GRF)  
Bunny Carpenter (GRF)  
James Hopkins (GRF)  
~~Anthony Liberatore (United)~~  
~~Carl Randazzo (United)~~  
~~Andre Torng (United)~~  
Reza Karimi (Third)  
Robert Mtuchnick (Third)  
Rosemarie DiLorenzo (VMS)  
Wei-Ming Tao (VMS)

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Advisor: Diane Fortner

**RESOLVED FURTHER**, that Resolution 90-20-59 adopted December 1, 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 Milliman made a motion, seconded by Director Pearlstone, to approve the resolution to update the GRF Committee Appointments.

Discussion ensued among the directors and amendments were suggested.

President Carpenter called for a motion to approve the resolution to update the committee appointments with the suggested corrections and the motion passed without objection.

**12c. Discuss and Consider Frequency of Committee Meetings**

Discussion ensued among the directors about the frequency of committee meetings.

Discussion ensued among the directors with suggestions for committee meetings.

Jeff Parker-CEO commented about the staff time it takes to increase committee meetings from all the boards.

**12d. Entertain a Motion to Introduce a Resolution to Update the Recreation and Special Events Department Policy to include Security Officers at Special Events**

**RESOLUTION 90-21-xx**  
**RECREATION AND SPECIAL EVENTS DEPARTMENT POLICY UPDATE**

**WHEREAS**, the Recreation and Special Events Department is responsible for the planning and execution of comprehensive recreation programs and events for all residents of Laguna Woods Village; and

**WHEREAS**, Laguna Woods Village offers seven different reservable facilities for club events, resident parties and general gatherings. Facilities are able to accommodate groups as small as two people in a conference room, dinner parties up to 400 guests, and large indoor/outdoor events up to 800 participants; and

**WHEREAS**, the Security Services Department provides continuous (24-hour) security operations for the Laguna Woods Village through the use of: field supervision; routine motor patrol; routine foot patrol operations;

**NOW THEREFORE BE IT RESOLVED**, February 2, 2021, that the Board of Directors hereby approves amendment to the Recreation and Special Events Department Policy

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to allow clubs/residents obtain fee-based security services when hosting specialty events at the overtime bill rate for the Security Services Department;

**RESOLVE FUTHER**, that select specialty club/resident events have Security Officers present for the safety of residents, guests, staff and property. Events requiring Security Officers will be determined by type, location, estimated attendance, serving of alcoholic beverages, high profile guest appearance(s) and/or events that draw attention from the news media;

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

January 2021 Initial Notification—must postpone 28-days for member review and comments to comply with Civil Code §4630.

Director Milliman made a motion to introduce a resolution to update the Recreation and Special Events Department Policy to include Security Officers at Special Events for 28-day review. The motion was seconded by Director Tibbetts.

Discussion ensued among the directors.

Brian Gruner, Director of Recreation and Special Events Department, and Carlos Rojas, Director of Security and Community Access, gave an overview of the need for security officers at special events.

President Carpenter called for the vote and the motion passed for 28-day review without objection.

13. The Board did not take a break.

#### 14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Hopkins gave an update from the committee. The committee met on December 16, 2020; next meeting February 17, 2021, at 1:30 p.m. as a virtual meeting.
  - (1) GRF Treasurer's Report – Director Hopkins
  - (2) GRF Finance Committee Report
- b. Strategic Planning Committee—Director Pearlstone gave an update from the committee. The committee met on December 30, 2020, next meeting TBA.
- c. Report of the Community Activities Committee – Director Pearlstone gave an update from the committee. The committee met on December 10, 2020; next meeting January 14, 2021, at 1:30 p.m. as a virtual meeting.
  - (1) Equestrian Center Ad Hoc Committee – President Carpenter gave an update on the committee. The committee met on October 27, 2020; next meeting January 6, 2021 at 1:00 p.m.

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- d. Report of the Landscape Committee – Director Horton. The committee met on November 30, 2020; next February 10, 2021 at 1:30 p.m. as a virtual meeting.
  - e. Report of the Maintenance & Construction Committee – Director Garthoffner gave an update from the committee. The committee met on December 9, 2020 in closed session; next meeting February 10, 2021, at 9:30 a.m. as a virtual meeting.
    - (1) Report of the Clubhouse 1 Renovation Ad Hoc Committee – Director Moldow gave an update from the committee. The Committee met on October 23, 2020; next meeting TBA.
  - f. Report of the Media and Communications Committee—Director Milliman gave an update on the committee. The Committee met on December 14, 2020; next meeting will be held on January 18, 2021, at 1:30 p.m. as a virtual meeting.
  - g. Report of the Mobility & Vehicles Committee – Director Tibbetts gave an update on the committee. The Committee met on October 7, 2020; next meeting February 3, 2021, at 1:30 p.m. as a virtual meeting.
  - h. Report of the Security & Community Access Committee – Director Tibbetts gave an update on the committee. The Committee meeting on December 28, 2020 was canceled; next meeting February 22, 2021, at 1:30 p.m. as a virtual meeting.
    - (1) Report of the Laguna Woods Village Traffic Hearings – Director Horton gave an update on the hearings. The Traffic Hearings last met on December 16, 2020; next Traffic Hearings will be held on January 22, 2021 at 9:00 a.m. and 1:00 p.m. as a virtual meeting.
  - i. Report of the Disaster Preparedness Task Force – Director Tibbetts gave an update on the task force. The Task Force met on November 24, 2020; next meeting is January 26, 2021 at 9:30 a.m. as a virtual meeting.
  - j. GRF Bylaw Ad Hoc Committee –President Carpenter gave an update on the committee. There will be a Special Corporate Members Meeting on January 18, 2021 to consider approving the amended GRF Bylaws.
  - k. Software Research Group – Director Hopkins gave an update from the research group. The Research Group met on October 2, 2020; next meeting TBA.
  - l. Energy Solutions Research Group – Director Moldow gave an update from the research group.
- 15. Future Agenda Items - All matters listed below are items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.**
- a. Update Resolution on the Distribution of Telephone Directories and Community

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Maps

**16. Directors' Comments**

- Director Blackwell is impressed with the work that GRF is doing and looks forward to working with the board.

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

The meeting was recessed at 11:53 a.m.

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

*During the December 1, 2020, Regular Closed Session, the*

*Board: Approved the Agenda*

*Approved the Minutes of:*

*(a) October 28, 2020 – Emergency Closed Meeting*

*(b) November 4, 2020 – Regular Closed Session*

*Discussed Member Disciplinary Matters*

*Discussed and Considered Personnel Matters*

*Discuss and Considered Contractual Matters*

*Discussed Legal/Legislation Matters*

*Discussed COVID-19 Emergency Issues*

**18. Adjournment**

The meeting was adjourned at 4:05 p.m.

DocuSigned by:

*Joan Milliman*

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Joan Milliman, Secretary of the Board  
Golden Rain Foundation