



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, March 2, 2021, 9:30 a.m.
24351 El Toro Road, LagunaWoods, California
Virtual Meeting

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

Directors Absent: None

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

Others Present: **Third:** Debbie Dotson, Robert Mutchnick
United: Cash Achrekar, Brian Gilmore, Azar Asgari, Diane Casey
Mutual 50: Ryna Rothberg
VMS: Diane Phelps, Stefanie Brown
Broadband Group: Nathan Rosenberg Jr., Patrick Thibeault, Frank Newsom, Andrew Hurry

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 Blackwell 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.

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- President Carpenter asked to remove 13c. Investment Task Force Charter and postpone 13d. Establishment of a Technology Standing Committee and move the item to future business on the agenda.

Hearing no objection, the agenda as amended was approved by unanimous consent.

5. Approval of Minutes

- a. February 2, 2021—Regular Open Meeting

Hearing no corrections, the minutes of February 2, 2021, Regular Open Meeting were approved by unanimous consent.

6. Report of the Chair

President Carpenter commented there will be a presentation this morning from the Broadband Group.

7. CEO Report

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

- Vaccine Clinic and Additional Village Vaccination distribution will be administered by MemorialCare at Clubhouse 7 on the weekends until further notice. The vaccination program has been successful with over 4,800 residents receiving the second-dose of vaccines last weekend. Residents that did not get the first vaccine will be contacted at a later date. Residents scheduled to receive their second-dose vaccine will be notified of their appointment via the CodeRED notification system and MemorialCare's appointment alert system.
- According to the Orange County Health Care Agency (OCHCA) the COVID-19 cases are declining. There are 245,983 confirmed COVID-19 cases in Orange County—179 cases reported today. The City of Laguna Woods reports 397 confirmed cases. The seven-day testing positivity rate in Orange County is 5.4%. The State of California has vaccinated 8,243,711 individuals so far.
- Be Red Cross Ready. The American Red Cross and the Laguna Woods Village Disaster Preparedness Task Force will have a virtual training covering "Preparedness for Older Adults & Home Fire," on Wednesday, March 3, at 9:45 a.m. The webinar is free, but residents must RSVP to disasterpreparedness@vmsinc.org.
- Arizona Pipeline is working with South California Edison to update equipment at five locations around the village.
- Resident Portal Restored. Laguna Woods Village residents can now resume credit card processing, submit service requests, check account balances, print account statements, update emergency contacts and review resident and vehicle information through the resident portal.
- To attend a New Resident Orientation please RSVP via email to becky.jackson@vmsinc.org. United New Resident Orientation will take place on Wednesday, March 10, 2021, at 4:30 p.m. Third New Resident Orientation will take place on Friday, March 19, 2021, at 9 a.m.

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- Coin Exchange Program will be offered on Thursdays from 8 a.m. to noon at Clubhouse 5. United Coin Exchange Program is scheduled for the first and third Thursdays, Third Coin Exchange Program is scheduled for the second and fourth Thursdays of the month.

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

8. Broadband Group Presentation – Eileen Paulin

Eileen Paulin, Director of Media and Communications Division, introduced Nathan Rosenberg from the Broadband Group to give a presentation on Cable System Assessment & Business Case Scenarios:

- About the Broadband Group
- Cable System Assessment
- Operational Regulatory Review
- Financial Analysis & Valuation
- Future Options

Nathan Rosenberg answered questions from the board.

9. Open Forum (Three Minutes per Speaker)

President Carpenter asked staff to read member comments:

Eileen Paulin, Director of Media and Communications, read the following Member's comments:

- A Member requested the electric charging stations have a flexible charging rate based on the type of vehicle being charged.
- A Member thanked VMS and MemorialCare for their efforts in getting the village vaccinated, also commented about opening up the amenities in Laguna Woods Village.
- A Member commented about putting brooms out on the tennis courts to clean the courts. In addition, the member asked when the part-time employee who works at the golf course will be getting the computer back.

10. Responses to Open Forum Speakers

The following are responses to the open forum speakers:

- Director Garthoffner agreed that residents with golf carts should be subsidized.
- Brian Gruner, Director of Recreation and Special Events, commented about the reopening of the facilities and the return of the computer to the part-time employee. Mr. Gruner explained that, at the moment, they are keeping touch-points away (due to COVID).
- Jeff Parker-CEO commented about the changes in the Manor Alterations Department to speed up the process. A staff team has been working on returning calls and emails regarding Manor Alterations. There will be a meeting for Realtors and Contracts in the near future.

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11. Consent Calendar

Recommendation from the Finance Committee:

11a. Consistent with its statutory obligations a subcommittee of the Board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of January 2021 and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

President Carpenter asked for approval of the Consent Calendar.

Hearing no objection, the Consent Calendar was approved by unanimous consent.

12. Unfinished Business

12a. Entertain a Motion to Approve the Equestrian Center Additional Services and Fees

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

RESOLUTION 90-21-10 **Amended 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 2021 Business Plan including certain fee changes;

NOW THEREFORE BE IT RESOLVED, March 2, 2021, that the Board of Directors of the Corporation hereby introduces 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 **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.

- Specialty care services such as turn out, additional feed, lunging, and other types of services are established at a per-service cost determined by the Board to be comparable to market value of services.

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 March 2, 2021, and Resolution 90-20-20 adopted May 5, 2020, is hereby superseded and canceled; and

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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 Section 4360 has been satisfied.

Director Milliman made a motion to approve the resolution as amended to amend the Equestrian Center Pricing Policy. The motion was seconded by Director Blackwell.

Discussion ensued among the directors.

Hearing no objection, the motion passed by unanimous consent.

13. New Business

13a. Entertain a Motion to Approve a Resolution for the Obsolete Equipment Policy

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

RESOLUTION 90-21-11 **OBSOLETE EQUIPMENT POLICY**

WHEREAS, in the normal course of business the Golden Rain Foundation (GRF) replaces items of equipment that have reached the end of their economic lives, have become expensive or impossible to maintain or have otherwise become obsolete; and

WHEREAS, GRF determines through its capital planning process or via supplemental appropriation which items of capital equipment are to be replaced; and

WHEREAS, unless otherwise expressly authorized by the Board of Directors of this Corporation, all items shall be disposed of; and

WHEREAS, GRF desires to optimize the proceeds from the disposal of such equipment;

NOW THEREFORE BE IT RESOLVED, March 2, 2021, that all GRF equipment to be disposed of will be sold using a professional off-site auctioneer without internal sales to the community; and

RESOLVED FURTHER, that parts can be removed from certain obsolete vehicles and equipment if those parts are difficult to procure or the value of keeping the parts is more than the estimated sale of the obsolete equipment; and

RESOLVED FURTHER, that the Purchasing & Supply Manager will inform equipment dealers and others who may be interested in purchasing any of the obsolete equipment; and

RESOLVED FURTHER, that any equipment that is deemed to pose a significant threat to the safety of a purchaser or user, or would cost more

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money to sell than the estimated value of the item, or remains unsold after all reasonable efforts are made, will be disposed of in the proper waste receptacle and in compliance with applicable laws and ordinances after notification to the GRF Treasurer; and

RESOLVED FURTHER, that any individual participating in the decision to dispose of an obsolete item shall be precluded from purchasing that item; and

RESOLVED FURTHER, that Resolution 90-20-48 adopted September 1, 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 Milliman made a motion to approve the resolution for the Obsolete Equipment Policy. The motion was seconded by Director Blackwell.

Discussion ensued among the directors.

Hearing no objection, the motion passed by unanimous consent.

13b. Entertain a Motion to Approve Miscellaneous Vehicles Purchase

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

RESOLUTION 90-21-12
BOARD RESOLUTION REGARDING THE PURCHASE OF REPLACEMENT
F-350 FROM MISCELLANEOUS VEHICLE BUDGET

WHEREAS, on September 1, 2020, the Golden Rain Foundation Board approved an allocation of \$200,000 for the purchase of Miscellaneous Vehicles as needed; and

WHEREAS, the Golden Rain Foundation was provided with a specific long-range plan to replace the Village's aged fleet; and

WHEREAS, on February 3, 2021, the Mobility and Vehicle Committee recommended the Board of Directors approve an unanticipated replacement of a 2007 Ford F-350 that is experiencing excessive repairs costs.

NOW THEREFORE BE IT RESOLVED, March 2, 2021, that the Board of Directors hereby approves the purchase of a replacement Ford F-350 truck in the amount of \$55,000 out of the Miscellaneous Vehicles capital account

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

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Director Milliman made a motion to approve the resolution regarding the Purchase of Replacement F-350 from Miscellaneous Vehicle Budget. The motion was seconded by Director Blackwell.

Discussion ensued among the directors.

Hearing no objection, the motion passed by unanimous consent.

This item was removed from the agenda.

13c. Update the Investment Task Force Charter

13d. Insurance Broker Selection

President Carpenter asked Director Pearlstone to give an update on the Insurance Broker selection.

This item was postponed to next month.

13e. Discuss and Consider the Establishment of a Technology Standing Committee
President Carpenter commented about the need to establish a Technology Standing Committee.

13f. Entertain a Motion to Introduce a Resolution Pertaining to Distribution of Publications by Non-Residents

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

RESOLUTION 90-21-XX
Distribution of Publications by Non-Residents of Laguna Woods Village

WHEREAS, the Golden Rain Foundation of Laguna Woods ("GRF") adopted a policy applicable to the distribution of all First Amendment publications within Laguna Woods Village by non-residents; and

WHEREAS, the Board recognizes the need to revise Distribution of Publications by Non-Residents of Laguna Woods Village Resolution to reflect **current insurance requirements**;

NOW THEREFORE BE IT RESOLVED, March 2, 2021, that the Board of Directors of this Corporation hereby introduces the revised Distribution of Publications by Non-Residents of Laguna Woods Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-15-17, adopted March 3, 2015, is hereby suspended in its entirety and canceled; and

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

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MARCH Initial Notification

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

Director Milliman made a motion to introduce the resolution for Distribution of Publications by Non-Residents of Laguna Woods Village for 28-day review. The motion was seconded by Director Blackwell.

Discussion ensued among the directors.

Hearing no objection, the motion passed by unanimous consent.

13g. Village Community Fund Pickleball Court Lighting Donation

President Carpenter asked Brian Gruner, Director of Recreation and Special Events, to give a report on the Village Community Fund Project Application to raise funds to purchase and install lights on the three, unlit pickleball/paddle tennis courts.

Director Milliman made a motion to approve the Village Community Fund Pickleball Court Lighting Donation. The motion was seconded by Director Hopkins.

Discussion ensued among the directors.

Hearing no objections, the motion was passed by unanimous consent.

14. The Board took a 5-minute break.

15. Committee Reports

15a. Report of the Finance Committee/Financial Reports – Director Hopkins gave an update from the committee and showed a presentation on the GRF Treasurer's Report. The committee met on February 17, 2021; next meeting April 21, 2021, at 1:30 p.m. as a virtual meeting.

- (1) GRF Treasurer's Report – Director Hopkins
- (2) GRF Finance Committee Report

15b. Strategic Planning Committee—Director Pearlstone gave an update from the committee. The Customer Experience Subcommittee met on February 4, 2021; next meeting March 17, 2021 at 1:30 p.m. as a virtual meeting.

15c. Report of the Community Activity Committee – Director Pearlstone gave an update from the committee. The committee met on February 11, 2021; next meeting March 11, 2021, at 1:30 p.m. as a virtual meeting.

- (1) Equestrian Center Ad Hoc Committee – President Carpenter gave an

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update on the committee. The next meeting will be held on March 4, 2021 at 1 p.m. as a virtual meeting.

15d. Report of the Landscape Committee – Director Carpenter. The next meeting will be held on March 10, 2021 at 1:30 p.m. as a virtual meeting.

15e. Report of the Maintenance & Construction Committee – Director Garthoffner gave an update from the committee. The committee met on February 10, 2021; next meeting April 14, 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 next meeting TBA.

15f. Report of the Media and Communications Committee—Director Milliman gave an update on the committee. The Committee met on February 22, 2021; next meeting will be held on March 15, 2021, at 1:30 p.m. as a virtual meeting.

15g. Report of the Mobility & Vehicles Committee – Director Tibbetts update on the committee. The Committee met on February 3, 2021; next meeting April 7, 2021, at 1:30 p.m. as a virtual meeting.

15h. Report of the Security & Community Access Committee – Director Tibbetts gave an update on the committee. The Committee meeting on February 22, 2021; next meeting April 26, 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 February 17, 2021; next Traffic Hearings will be held on March 17, 2021 at 9:00 a.m. and 1:00 p.m. as a virtual meeting. She commented that there was a backlog of violations and that staff needed to be trained on how to contact residents to attend the virtual meeting.

15i. Report of the Disaster Preparedness Task Force – Director Moldow gave an update on the task force. The Task Force met on January 26, 2021; next March 30, 2021 at 9:30 a.m. as a virtual meeting.

15j. Software Research Group – Director Hopkins gave an update from the research group. The Research Group met on October 2, 2020; next meeting TBA.

15k. Energy Solutions Research Group—Director Stephens gave an update from the Energy Solutions Research Group.

16. Future Agenda Items - All matters listed below are items for a future Board Meeting. No action will be taken by the Board on these agenda items at this meeting.

- 16a.** Update Resolution on the Distribution of Telephone Directories and Community Maps
- 16b.** Broadband Report by Media and Communications
- 16c.** Establishment of a Technology Standing Committee

17. Directors' Comments

- Director Hopkins commented about the efficiency of the MemorialCare staff on administering the vaccines. The Finance Department put out a great resource of the Green Book and the information is also online which shows how the assessments are spent.
- Director Milliman commented on the efficiency of the vaccine clinic.
- Director Blackwell commented on the service at the vaccine clinic at Clubhouse 7.
- Director Stephens thanked staff for switching to the Zoom platform.

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 11:44 a.m.

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

During the February 2, 2021, Regular Closed Session, the Board:

VMS Board Update

Approved the Agenda

Approved the Minutes of:

(a) December 31, 2020 – Special Closed Meeting

(b) January 5, 2020 – Regular Closed Session

(c) January 14, 2021 – Emergency Closed Meeting

Discussed Member Disciplinary Matters

Discussed and Considered Personnel Matters

Discussed and Considered Contractual Matters

Discussed Legal/Legislation Matters

Discussed COVID-19 Emergency Issues

19. Adjournment

The meeting was adjourned at 3:35 p.m.

DocuSigned by:

Joan Milliman

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Joan Milliman, Secretary of the Board
Golden Rain Foundation



RESOLUTION 90-21-10

Amended Equestrian Center Pricing Policy

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- 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.
- Specialty care services such as turn out, additional feed, lunging, and other types of services are established at a per-service cost determined by the Board to be comparable to market value of services.

Horse Trailer Storage & Horse Transportation Fees

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Horse Rental Fee

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RESOLVED FURTHER, that this resolution shall be effective March 2, 2021, and Resolution 90-20-20 adopted May 5, 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.

FEBRUARY Initial Notification--28-day notification for member review and comment to comply with Civil Code Section 4360 has been satisfied.



RESOLUTION 90-21-11

OBSOLETE EQUIPMENT POLICY

WHEREAS, in the normal course of business the Golden Rain Foundation (GRF) replaces items of equipment that have reached the end of their economic lives, have become expensive or impossible to maintain or have otherwise become obsolete; and

WHEREAS, GRF determines through its capital planning process or via supplemental appropriation which items of capital equipment are to be replaced; and

WHEREAS, unless otherwise expressly authorized by the Board of Directors of this Corporation, all items shall be disposed of; and

WHEREAS, GRF desires to optimize the proceeds from the disposal of such equipment;

NOW THEREFORE BE IT RESOLVED, March 2, 2021 that all GRF equipment to be disposed of will be sold using a professional off-site auctioneer without internet sales to the community; and

RESOLVED FURTHER, that parts can be removed from certain obsolete vehicles and equipment if those parts are difficult to procure or the value of keeping the parts is more than the estimated sale of the obsolete equipment; and

RESOLVED FURTHER, that the Purchasing & Supply Manager will inform equipment dealers and others who may be interested in purchasing any of the obsolete equipment; and

RESOLVED FURTHER, that any equipment that is deemed to pose a significant threat to the safety of a purchaser or user, or would cost more money to sell than the estimated value of the item, or remains unsold after all reasonable efforts are made, will be disposed of in the proper waste receptacle and in compliance with applicable laws and ordinances after notification to the GRF Treasurer; and

RESOLVED FURTHER, that any individual participating in the decision to dispose of an obsolete item shall be precluded from purchasing that item; and

RESOLVED FURTHER, that Resolution 90-20-48 adopted September 1, 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.