

REGULAR MEETING

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF LAGUNA WOODS MUTUAL NO. FIFTY A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

July 6, 2020

The Board of Directors of Laguna Woods Mutual No. Fifty, a California non-profit mutual benefit corporation, met at 11:00 a.m. on Monday July 6, 2020 at 24055 Paseo Del Lago West, Laguna Woods, California via a Virtual Zoom Meeting.

Directors Present: Ryna Rothberg-Chair, Al Amado, Inesa Nord-Leth, John Carter, and John Dalis

Directors Absent: None.

Staff Present: Kristen Orr, Ariana Rodriguez

Others Present: None.

CALL TO ORDER

Director Rothberg called the meeting to order at 11:04 a.m. and established that a quorum was present.

APPROVAL OF AGENDA

By unanimous consent, the Board moved to amend them agenda and add item 12i and 12j. By unanimous consent, the Board approved the amended Agenda.

APPROVAL OF MINUTES OF MEETING

No minutes to approve.

PRESIDENT'S COMMENTS

President Rothberg thanked the residents for their cooperation and their great attitudes during this pandemic. She also mentioned the items proposed for the Performing Arts Center renovation.

GOLDEN RAIN FOUNDATION REPORT

Ms. Orr gave the Golden Rain Foundation update on the new GRF Resolution regarding masks.

GENERAL MANAGER'S REPORT

Ms. Orr thanked the residents for their support during this pandemic. Ms. Orr also gave the management reports for May 2020, including: the Resale Report, the Leasing Report, and the Dining Services Reports (including budget figures/variances).

TREASURER'S REPORT

Director Amado reported a Y.T.D loss of \$45,800, which included a \$106,000 bad debt write-off. He commented on the increase in supplies in the Housekeeping Department. Discussion ensued regarding several GL items.

MEMBER COMMENTS

Henry Nahoum, unit 1306, questioned food service specifically a lack of follow-up response and that an inspection of the kitchen will not solve the problem.

Irv Fenton, unit 1060, commented on a better quality of food recently.

Anita Martin, unit 802, questioned if it is possible to have optional virus testing onsite for residents.

RESPONSE TO MEMBERS' COMMENTS

Director Rothberg responded that testing is limited. Ms. Orr explained that most testing places only test a person with primary exposure and/or significant symptoms. She also informed residents of the cost of testing.

Director Carter commented on dining services and the food quality and variety, including the Fourth of July BBQ and the steak on the always available menu. He also commented that when there is a problem with an order, residents should always call down and they will fix the order.

CONSENT CALENDAR

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Review March-May 2020 Financials

By unanimous consent, the Board consented that they reviewed the Financials for the months of March, April and May 2020.

Review COVID-19 Related Expenses Y.T.D

Ms. Orr informed the membership of the new GL code 7020 for COVID-19 related expenses and items in that category. Discussion ensued. Ms. Orr will discuss with property accountant how to further allocate and list these items.

Operational Timelines

Ms. Orr requested the Board to review the following items for the purpose of creating an operational timeline:

- Weekly Housekeeping Service – no change, biweekly optional
- Weekly Activities – no change, inexpensive entertainment here and there.
- Dining Room Services – no change, not before September.
- Reserve Projects – try to do the less invasive interior projects.
- Board Meetings – as needed.
- Committee Meetings – no change, hold off.

Review Reserve Project Schedule

Ms. Orr requested that the Board review the Reserve spending Y.T.D and how they would like to proceed with Reserve projects going forward. By unanimous consent, the Board agreed that staff should continue with emergency only items and when vendors come in, we take extreme precaution including biohazard suits and having temperatures taken.

Waste and Vent Stacks

Staff informed the Board that the 57' series waste/vent stack are approaching a level of emergency. Director Carter moved to approve the emergency project and when the vendors come in, we take extreme precaution including biohazard suits and having temperatures taken. Director Nord-Leth seconded the motion. By a vote of 5-0-0, the motion passed.

Window Cleaning

Staff requested Board permission to perform exterior window washing for residential units. Director Dalis moved to approve exterior window washing for residential units on a request only basis. Director Nord-Leth seconded the motion. By a vote of 5-0-0, the motion passed.

1998 Ford Ranger

A staff member approached Ms. Orr about purchasing the Association owned 1998 Ford Ranger. Director Carter moved to take offers from other staff members for the 1998 Ford Ranger and to sell it to the highest bidder. Director Dalis seconded the motion. By a vote of 5-0-0, the motion passed.

4th of July Holiday Pay

PMP has designated Friday July 3rd to be the official holiday for all staff. Those who must report to work July 3rd will receive Holiday Pay, all other staff will be off for the day. Ms. Orr requested that the Board also extend Holiday Pay to staff members who are necessary to the operation of the community and will be working on July 4th. Director Carter moved to approve holiday pay for those who would normally not work on Friday and would normally work on Saturday July 4th. Director Amado seconded the motion. By a vote of 5-0-0, the motion passed.

Record Lien on Account #118032863

Director Carter read the proposed resolution:

RESOLUTION M50-20-17
Administer Lien on Account 118032863

WHEREAS, Civil Code section 5673 requires the Board of Directors (“Board”) of Laguna Woods Mutual No. Fifty (“Association”) to authorize, in an open meeting, the recording of liens against the separate interests of owners with delinquent assessments;

WHEREAS, the Owner(s) of, Assessor’s Parcel No.: 932-961-34 remain delinquent in the payment of his/her assessments, exclusive of late fees, interest charges, and other collection-related amounts;

WHEREAS, the Board hereby certifies that the following has occurred in compliance with California Civil Code section 5673:

1. The Board of Directors individually voted on this Resolution and did not delegate approval to any third party or agent of the Association.
2. The vote occurred in an open meeting of the Board at which a quorum was present, and thereafter the vote was recorded in the minutes of that meeting of the Board that was open to all members.
3. A majority those Board members present constituting a quorum has voted in favor of recording a lien for delinquent assessments, late fees, collection fees, and attorney’s fees and costs, on the property described above.
4. A copy of this resolution must be attached and made part of the Board’s meeting minutes. And the vote to file a Lien against the property listed above has been recorded in the Board meeting minutes.

IT IS HEREBY RESOLVED THAT, the Board has adopted this Resolution to place on lien on this property for the delinquent amounts and any late fees, interest charges, and other collection-related amounts, and that it is signed by a member of the Board vested with the authority to do so. This Resolution was adopted by the Board at an open meeting.

Director Carter moved to approve the resolution. Director Amado seconded the motion. By a vote of 5-0-0, the resolution passed.

Record Lien on Account # 118032624

Director Carter read the proposed resolution:

RESOLUTION M50-20-18
Administer Lien on Account 118032624

WHEREAS, Civil Code section 5673 requires the Board of Directors (“Board”) of

Laguna Woods Mutual No. Fifty (“Association”) to authorize, in an open meeting, the recording of liens against the separate interests of owners with delinquent assessments;

WHEREAS, the Owner(s) of, Assessor’s Parcel No.: 932-960-74 remain delinquent in the payment of his/her assessments, exclusive of late fees, interest charges, and other collection-related amounts;

WHEREAS, the Board hereby certifies that the following has occurred in compliance with California Civil Code section 5673:

5. The Board of Directors individually voted on this Resolution and did not delegate approval to any third party or agent of the Association.
6. The vote occurred in an open meeting of the Board at which a quorum was present, and thereafter the vote was recorded in the minutes of that meeting of the Board that was open to all members.
7. A majority those Board members present constituting a quorum has voted in favor of recording a lien for delinquent assessments, late fees, collection fees, and attorney’s fees and costs, on the property described above.
8. A copy of this resolution must be attached and made part of the Board’s meeting minutes. And the vote to file a Lien against the property listed above has been recorded in the Board meeting minutes.

IT IS HEREBY RESOLVED THAT, the Board has adopted this Resolution to place on lien on this property for the delinquent amounts and any late fees, interest charges, and other collection-related amounts, and that it is signed by a member of the Board vested with the authority to do so. This Resolution was adopted by the Board at an open meeting.

Director Carter moved to approve the resolution. Director Amado seconded the motion. By a vote of 5-0-0, the resolution passed.

ADJOURNMENT

The meeting was adjourned at 12:29 p.m.



John Carter, Secretary