



**OPEN SESSION**

**MINUTES OF THE REGULAR OPEN MEETING OF THE  
THIRD LAGUNA HILLS MUTUAL BOARD OF  
DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Tuesday, April 19, 2022 - 9:30 a.m.  
Laguna Woods Village Community Center  
Board Room/Virtual Meeting  
24351 El Toro Road  
Laguna Woods, California**

**Directors Present:** Robert Mutchnick, Annie McCary, Ralph Engdahl, John Frankel, Jim Cook, Mark Laws, Nathaniel Ira Lewis, Donna Rane-Szostak, Lynn Jarrett, Craig Wayne, Cush Bhada

**Directors Absent:** None

**Staff Present:** Siobhan Foster-CEO, Michelle Estrada, Makayla Schwietert, Catherine Laster, Ellyce Rothrock, Bart Mejia, Eric Nunez, Jose Campos

**Others Present:** VMS- Director diLorenzo

**1. Call meeting to order / Establish Quorum – President Mutchnick, Chair**

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

**2. Pledge of Allegiance**

Director Jarrett led the Pledge of Allegiance.

**3. Acknowledge Media**

The media was acknowledged online and through Village Television.

**4. Approval of Agenda**

President Mutchnick asked for a motion to approve the agenda.

Director Rane-Szostak made a motion to approve the agenda. Director Wayne seconded.

Director Laws moved Consent Calendar item 11d to New Business item 13c.

Hearing no further changes or objections, the agenda was approved unanimously.

## 5. Approval of Minutes

- a. March 15, 2022 – Regular Board Meeting
- b. April 1, 2022 – Agenda Prep Meeting

President Mutchnick asked for a motion to approve the minutes.

Director McCary made a motion to approve the minutes of March 15, 2022 – Regular Board Meeting. Director Laws seconded.

Hearing no changes or objections, the minutes were approved with Director Bhada abstaining.

Director Rane-Szostak made a motion to approve the minutes of April 1, 2022 – Agenda Prep Meeting. Director Cook seconded.

Hearing no changes or objections, the minutes were approved unanimously.

## 6. Report of the Chair

President Mutchnick provided information on the following:

- Property insurance renewal
- CR&R bins are being replaced with lower height bins
- Town Hall scheduled for April 27<sup>th</sup> in the Sequoia Room at Clubhouse 2

## 7. Update from the VMS Board

VMS Director diLorenzo gave an update from the last VMS Board Meeting with the following information:

- Overview of Robert Carroll's CR&R presentation
- Work Order Satisfaction Survey
- VMS Strategic Plan Update
- Contact information for Laguna Woods Village

Discussion ensued among the board.

Director Engdahl joined at 9:51 a.m.

**8. Open Forum (Three Minutes per Speaker)** - *At this time Members only addressed the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The Board reserves the right to limit the total amount of time allotted for the Open Forum to thirty minutes. A member can speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/94899806730> or call 1 (699)900-6833 or email [meeting@vmsinc.org](mailto:meeting@vmsinc.org) to have your message read during the Open Forum.*

- A member commented on structural damages at her home, sex offenders, and vehicles driving near her property.



- A member commented on health protocols at the upcoming Meet the Candidates forum. He urged the members to cast their votes in the recall election.
- A member commented on vehicles driving near his property, sex offenders, and he asked the board to treat members with fairness.
- A member emailed a comment regarding an email blast sent on behalf of the board.

## **9. Responses to Open Forum Speakers – None**

## **10. CEO Report**

CEO Siobhan Foster reported on:

- Introduction of the new Director of Security, Eric Nunez. Mr. Nunez provided a brief summary of his background and responsibilities at Laguna Woods Village.
- General Services Manager, Catherine Laster, provided details and answered questions from the board regarding the upcoming Meet the Candidates forum on April 22, 2022.
- Health and Wellness Expo will be held April 23, 2022 in Clubhouse 5.

**11. Consent Calendar** - *All matters listed under the Consent Calendar were recommended for action by committees and were enacted by the Board by one motion. Items removed from the Consent Calendar by members of the Board were moved for further discussion and action by the Board.*

President Mutchnick asked for a motion to approve the Consent Calendar as presented.

Director Jarrett made a motion to approve the Consent Calendar. Director Laws seconded the motion.

Hearing no changes or objections, the motion was approved unanimously.

- a. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of January 2022, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.
- b. **Recommendation from the Landscape Committee:**
  1. Recommend to Deny Tree Removal Request: 2305- A Via Puerta – One Jacaranda Tree

**RESOLUTION 03-22-34**  
**Deny the Request**  
**For Removal of One Jacaranda Tree**  
**2305-A Via Puerta**

**WHEREAS**, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

**WHEREAS**, on April 7, 2022, the Landscape Committee reviewed a request from the Member at 2305-A to remove one Jacaranda tree. The Member cited the reasons as litter/debris;

**WHEREAS**, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-21-10 and recommends denying the request for the removal of one Jacaranda tree located at 2305-A Via Puerta;

**NOW THEREFORE BE IT RESOLVED**, April 19, 2022, the Board of Directors denies the request for the removal of one Jacaranda tree located at 2305-A;

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

2. Recommend to Deny Tree Removal Request: 3028- A Calle Sonora – One American Sweetgum Tree

**RESOLUTION 03-22-35**  
**Deny the Request**  
**For Removal of American Sweetgum Tree**  
**3028-A Calle Sonora**

**WHEREAS**, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.



- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

**WHEREAS**, on April 7, 2022, the Landscape Committee reviewed a request from the Member at 3028-A to remove one American Sweetgum tree. The Member cited the reasons as litter/debris, stating the seed pods make it difficult to use the sidewalk;

**WHEREAS**, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-21-10 and recommends denying the request for the removal of one American Sweetgum tree located at 3028-A Calle Sonora and recommends a canopy thinning and reduction in lieu of removal;

**NOW THEREFORE BE IT RESOLVED**, April 19, 2022, the Board of Directors denies the request for the removal of one American Sweetgum tree located at 3028-A;

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

3. Recommend to Deny Request to Keep Landscape Revisions: 4006-1C Calle Sonora Oeste

**RESOLUTION 03-22-36**  
**Deny the Request To Keep**  
**Revisions Made to Landscaping**  
**Adjacent to 4006-1C Calle Sonora Oeste**

**WHEREAS**, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

**WHEREAS**, on April 7, 2022, the Landscape Committee reviewed a request from the Member at 4006-1C for permission to retain garden area planters

created in the common area adjacent to the fence that abuts the slope next to Building 4006;

**WHEREAS**, the Committee determined that the garden area planters created by this resident at 4006-1C Calle Sonora Oeste violates Mutual policy and that these planters should be removed and restored to turf;

**NOW THEREFORE BE IT RESOLVED**, April 19, 2022, the Board of Directors denies the request for permission to retain garden area planters created in the common area adjacent to the fence that abuts the slope next to Building 4006 and to restore this area to turf;

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

**c. Recommendation from the Finance Committee**

1. Approve a Resolution for Recording a Lien against Member ID # 932-600-37

**RESOLUTION 03-22-37**  
**Recording of a Lien**

**WHEREAS**, Member ID 932-600-37; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

**WHEREAS**, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

**NOW THEREFORE BE IT RESOLVED**, April 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-600-37 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.

**d. Cancellation of SCE Electric Vehicle Charging Station Applications**

**12. Unfinished Business – None**

**13. New Business**

- a. Discuss and Consider Resident Suggestion Program – Director Laws (Oral Discussion)**  
Director Laws discussed ideas to review the resident suggestion program.

President Mutchnick suggested that the resident suggestion program can be reviewed within the Communications Committee.



**b. 2023 Budget Discussion (Oral Discussion)**

Jose Campos provided an overview to the board regarding the budget for 2023.

Jose Campos answered questions from the board.

**c. Update Committee Appointments**

Director McCary made a motion to approve the committee appointments. Director Jarrett seconded.

Director Laws asked to be appointed to the GRF Insurance Ad Hoc Committee and GRF Website Ad Hoc Committee.

President Mutchnick stated that the Insurance Ad Hoc Committee is comprised of board presidents. He agreed that Director Laws can be appointed as an alternate to the Website Ad Hoc Committee.

Hearing no further changes, the motion was approved with Director Laws opposing.

**RESOLUTION 03-22-38**  
**Third Mutual Committee Appointments**

**RESOLVED**, April 19, 2022, that the following persons are hereby appointed to serve on the committees and services of this Corporation.

**RESOLVED FURTHER**, that each committee chair in consultation with the vice chair may appoint additional members and advisors with interim approval by the Presidents subject to the approval of the Board of Directors:

**Architectural Standards and Control Committee**

Robert Mutchnick, Chair

John Frankel

Ralph Engdahl

James Cook

Craig Wayne

Voting Advisors: Mike Butler and Mike Plean

**Communications Committee**

Annie McCary, Chair

Donna Rane-Szostak

Lynn Jarrett

James Cook

Mark Laws

Cush Bhada, Alternate

**Executive Hearing Committee**

Annie McCary, Chair  
Ralph Engdahl, Co-Chair  
Robert Mutchnick  
Mark Laws  
John Frankel, Alternate

**Finance (Committee of the Whole)**

Donna Rane-Szostak, Chair  
Non-Voting Advisors: John Hess, Wei-Ming Tao

**Investment Ad Hoc Committee**

Robert Mutchnick  
Craig Wayne  
Donna Rane-Szostak

**Garden Villa Recreation Room Subcommittee (Quarterly)**

Lynn Jarrett, Chair  
Donna Rane-Szostak  
Nathaniel Ira Lewis  
Voting Advisors: Martina Mangan, Sharon Molineri

**Landscape Committee**

Lynn Jarrett, Chair  
Annie McCary  
Ralph Engdahl  
Donna Rane-Szostak  
Nathaniel Ira Lewis  
Cush Bhada, Alternate  
Non-Voting Advisor: Cindy Baker

**Maintenance and Construction Committee**

Ralph Engdahl, Chair  
Robert Mutchnick  
John Frankel  
Craig Wayne  
James Cook  
Cush Bhada, Alternate  
Non-voting Advisor – David Bienek, Judith Troutman

**New Resident Orientation**

Everybody Participates on a Rotating Basis



**Water Conservation Committee (Quarterly)**

Donna Rane-Szostak, Chair  
John Frankel  
Cush Bhada  
Lynn Jarrett  
Nathaniel Ira Lewis  
Non-Voting Advisor: Lee Goldstein

**Parking & Golf Cart Task Force**

Cush Bhada, Chair  
John Frankel  
Mark Laws  
Non-Voting Advisor: Hal Horne

**Resident Policy and Compliance Committee**

Robert Mutchnick, Chair  
Cush Bhada  
Lynn Jarrett  
Mark Laws  
Nathaniel Ira Lewis, Alternate  
Non-Voting Advisors: Stuart Hack, Mary Seto

**Energy Research Group**

Ralph Engdahl  
John Frankel  
Nathaniel Ira Lewis  
Non-Voting Advisors: Sue Stephens, Bill Walsh

**RESOLVED FURTHER**, that Resolution 03-21-92, adopted December 21, 2021, is hereby superseded and canceled; and,

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

**RESOLUTION 03-22-39**  
**GRF Committee Appointments**

**RESOLVED**, April 19, 2022, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

**Community Activities Committee**

Annie McCary  
Cush Bhada

**Equestrian Center Ad Hoc Committee**

Cush Bhada  
Annie McCary

**GRF Finance Committee**

Donna Rane-Szostak  
Mark Laws  
Craig Wayne, Alternate

**Purchasing Ad Hoc Committee (new)**

Donna Rane-Szostak  
Ralph Engdahl  
Robert Mutchnick, Alternate

**GRF Landscape Committee**

Lynn Jarrett  
Nathaniel Ira Lewis  
Annie McCary, Alternate

**GRF Maintenance and Construction Committee**

Ralph Engdahl  
James Cook  
John Frankel, Alternate

**Clubhouse Renovation Ad Hoc Committee**

John Frankel  
Ralph Engdahl  
Cush Bhada, Alternate

**GRF Media and Communications Committee**

Annie McCary  
James Cook  
Lynn Jarrett, Alternate

**Broadband Ad Hoc Committee**

Lynn Jarrett  
Annie McCary

**Mobility and Vehicles Committee**

James Cook  
Cush Bhada



**Security and Community Access Committee**

Annie McCary  
Craig Wayne  
Donna Rane-Szostak, Alternate

**Disaster Preparedness**

John Frankel  
James Cook  
Donna Rane-Szostak, Alternate

**Laguna Woods Village Traffic Hearings**

John Frankel  
Mark Laws

**Strategic Planning Committee**

Robert Mutchnick  
Nathaniel Ira Lewis

**Budget Ad Hoc Committee**

Robert Mutchnick  
Annie McCary  
Donna Rane-Szostak, Alternate

**Trash Task Force**

Craig Wayne  
John Frankel, Alternate

**IT Technology Advisory Committee (ITAC)**

Lynn Jarrett  
Mark Laws

**Insurance Ad Hoc Committee**

Robert Mutchnick

**Website Ad Hoc Committee**

Lynn Jarrett  
Annie McCary  
Mark Laws, Alternate

**RESOLVED FURTHER**, that Resolution 03-21-93, adopted December 21, 2021, is hereby superseded and canceled; and

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

#### **14. Committee Reports**

- a. Report of the Finance Committee / Financial Report – Director Rane-Szostak. The committee met on April 5, 2022; next meeting May 3, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
  - (1) Treasurer's Report
  - (2) Third Finance Committee Report
  - (3) Resales/Leasing Reports
- b. Report of the Architectural Controls and Standards Committee – Director Mutchnick. The committee met on March 28, 2022, and held a special meeting on March 18, 2022; next meeting April 25, 2022 at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of the Communications Committee – Director McCary. The committee's April 13, 2022 meeting was cancelled. The next meeting is July 13, 2022, at 1:30 p.m. in the Willow Room and as a virtual meeting.
- d. Report of the Maintenance and Construction Committee – Director Frankel. The committee met on March 7, 2022; next meeting May 2, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
  - (1) Report of the Parking and Golf Cart Subcommittee – Director Bhada. The subcommittee met on March 23, 2022; next meeting TBA.
  - (2) Garden Villa Rec. Room Subcommittee – Director Jarrett. The subcommittee met on February 23, 2022; next meeting May 26, 2022 at 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Landscape Committee – Director Jarrett. The committee met on April 7, 2022; next meeting May 5, 2022 at 9:30 a.m. in the Board Room and as a virtual meeting.
- f. Report of the Water Conservation Committee – Director Rane-Szostak. The committee met on February 24, 2022; next meeting April 28, 2022, at 2:00 p.m. as a virtual meeting.
- g. Report of the Resident Policy and Compliance Committee – Director Mutchnick. The committee met on March 2, 2022; next meeting April 26, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

#### **15. GRF Committee Highlights**



- a. Community Activities Committee – Director McCary. The committee met on April 14, 2022; next meeting, May 12, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
  - (1) Equestrian Center Ad Hoc Committee – Director Bhada. The committee met on March 30, 2022; next meeting May 25, 2022.
- b. GRF Finance Committee – Director Rane-Szostak. The committee met on February 16, 2022; next meeting April 20, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. GRF Landscape Committee – Director Jarrett. The committee met on March 9, 2022; next meeting June 8, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. GRF Maintenance & Construction Committee – Director Frankel – The committee met on April 13 2022; next meeting June 8, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
  - (1) Clubhouse Facilities Renovation Ad Hoc Committee – Director Frankel. The committee met on January 28, 2022; next meeting, TBA.
- e. Media and Communications Committee – Director McCary. The committee met on April 18, 2022; next meeting May 16, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- f. Mobility and Vehicles Committee – Director Bhada – The committee met on April 6, 2022; next meeting June 1, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- g. Security and Community Access Committee – Director Wayne. The committee met on February 28, 2022; next meeting April 25, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
  - (1) Disaster Preparedness Task Force – Director Rane-Szostak. The task force met on March 29, 2022; next meeting May 31, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- h. Report of the Laguna Woods Village Traffic Hearings – Director Frankel. The hearings were held on March 16, 2022; next meeting April 20, 2022 at 9:00 a.m. as a virtual meeting.
- i. GRF Strategic Planning Committee – Director Mutchnick. The committee met on March 7, 2022; next meeting May 2, 2022 at 9:30 a.m. in the Board Room and as a virtual meeting.

- j. Information Technology Advisory Committee – Director Laws. The committee met on April 1, 2022; next meeting TBA.
- k. Website Ad Hoc Committee – Director McCary; next committee meeting TBA.
- l. Insurance Ad Hoc Committee – Director Mutchnick; next committee meeting TBA.

**16. Future Agenda Items--** *All matters listed under Future Agenda Items are 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 actions on these items at a future Board meeting.*

**17. Director's Comments**

- Director Laws commented on a meeting that was discussed to inform all the boards of new laws that will affect HOAs.
- Director McCary thanked the member who commented on urging members to vote in elections.

**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.*

The meeting was recessed into closed session at 11:25 a.m.

**Closed Session Agenda**

*Approval of Agenda*

*Approval of the Minutes*

*(a) March 15, 2022—Regular Closed Session*

*Discuss and Consider Member Matters*

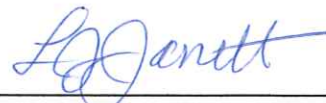
*Discuss Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss and Consider Litigation Matters*

**19. Adjournment**

The meeting was adjourned at 3:10 p.m.



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Lynn Jarrett, Secretary of the Board  
Third Mutual Laguna Hills