



OPEN MEETING

REGULAR OPEN MEETING OF THE UNITED LAGUNA WOODS MUTUAL BOARD OF DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

Tuesday, February 8, 2022- 9:30 a.m.

BOARD ROOM/VIRTUAL MEETING

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

NOTICE OF MEETING AND AGENDA

The purpose of this meeting is to conduct the regular United Mutual Board Meeting in accordance with *Civil Code §4930* and was hereby noticed in accordance with *Civil Code §4920*

- 1. Call to Order / Establish Quorum – President Liberatore**
- 2. Pledge of Allegiance to the Flag – Director English**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of the Meeting Minutes**
 - a. December 30, 2021 – Agenda Prep Meeting
 - b. January 11, 2022 – Regular Open Session
- 6. Report of Chair**
- 7. VMS Board Update – Director Rupert**
- 8. Open Forum (Three Minutes per Speaker) -** *At this time Members only may address 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 may 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/95563492734> or call 1 (669) 900-6833 or email meeting@vmsinc.org to have your message read during the Open Forum.*
- 9. Responses to Open Forum Speakers**
- 10. CEO Report**
- 11. Consent Calendar –** *All matters listed under the Consent Calendar are recommended for action by committees and will be enacted by the Board by one motion. 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.

- a. Consistent with its statutory obligations under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the month of November 2021, such review is hereby ratified.
- b. **Recommendation from the Finance Committee**
 - 1. Approve a Resolution for Recording a Lien against Member ID # 947-373-11
 - 2. Approve a Resolution for Recording a Lien against Member ID # 947-405-25
 - 3. Approve a Resolution for a Notice of Sale against Member ID # 947-377-81
- c. **Recommendation from the Architectural Control and Standards Committee**
 - 1. Variance - 2048-C: Approved for recommendation to the United Board
- d. Approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in January 2022, and such review is hereby ratified.

12. Unfinished Business

- a. Resolution to Update Committee Appointments
- b. Consistent with its statutory obligations under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the month of December 2021, such review is hereby ratified.

13. New Business - None

14. Director Comments (Two minutes per director)

15. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on January 25, 2022; next meeting February 22, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Treasurer's Report
 - (2) United Finance Committee Report
 - (3) Resales/Leasing Reports
- b. Report of the Architectural Control and Standards Committee – President Liberatore. The Committee met on January 20, 2022; next meeting February 17, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of Member Hearings Committee – Director Ardani. The Committee met on January 27, 2022; next meeting February 24, 2022, 9:00 a.m. in the Board Room and as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell.

The Committee met on January 20, 2022; next meeting February 17, 2022, 1:30 p.m. as a virtual meeting.

- e. Report of the Landscape Committee – Director Casey. The Committee met on December 9, 2021; next meeting February 10, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- f. Report of the Maintenance & Construction Committee – Director English. The Committee met on December 22, 2021; next meeting February 23, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- g. Report of the United Resident Advisory Committee – Director Lee. The committee met on January 13, 2022; next meeting March 10, 2022, at 4:00 p.m. in the Board Room and as a virtual meeting.

16. GRF Committee Highlights

- h. Report of the GRF Finance Committee – Director Asgari. The Committee met on January 28, 2022; next meeting February 16, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- i. Report of the GRF Strategic Planning Committee— Director Torng. The Committee met on January 10, 2022; next meeting March 7, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Report of the Community Activities Committee – Director Blackwell. The committee met on January 13, 2022; next meeting March 10, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Equestrian Center Ad Hoc Committee -- The Committee met on January 26, 2022; next meeting March 30, 2022, at 1:00 p.m. in the Board Room and as a virtual meeting.
- k. Report of the GRF Landscape Committee – Director Casey. The Committee met on December 8, 2021; next meeting March 9, 2022, at 1:30 p.m. as a virtual meeting.
- l. Report of the GRF Maintenance & Construction Committee – Director Acrekar. The Committee met on December 29, 2021; next meeting February 9, 2022, at 9:30 a.m. as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Casey. The Ad Hoc Committee met December 29, 2021; next meeting TBA.
- m. Report of the Media and Communication Committee – Director Ardani. The Committee met on January 17, 2022; next meeting February 22, 2022, at 1:30 p.m. as a virtual meeting.
- n. Report of the Mobility and Vehicles Committee – Director Bastani. The Committee met on December 1, 2021; next meeting February 2, 2022, 1:30 p.m. as a virtual meeting.

- o. Report of the Security and Community Access Committee – Director Bastani. The Committee met on October 25, 2021; next meeting February 28, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - p. Laguna Woods Village Traffic Hearings – Director Ardani. The Hearings were held on January 19, 2022; next hearings will be held February 16, 2022, at 9:00 a.m. as a virtual meeting.
 - q. Report of the Disaster Preparedness Task Force – Director Casey. The Task Force met on January 25, 2022; next meeting March 29, 2022, at 9:30 in the Board Room a.m. and as a virtual meeting.
 - r. Information Technology Advisory Committee – Director Casey. The last meeting was December 17, 2021. Next meeting TBA.
- 17. Future Agenda Items** – *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting.*
- 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 NOTICE AND AGENDA

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) January 11, 2022—Regular Closed Session

Discuss and Consider Member Disciplinary Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Legal and Litigation Matters

19. Adjourn



OPEN SESSION

**MINUTES OF THE AGENDA PREP MEETING OF THE BOARD OF DIRECTORS
OF UNITED LAGUNA WOODS MUTUAL,
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

Thursday, December 30, 2021, at 2:00 p.m.
24351 El Toro Road, Laguna Woods, California
WILLOW ROOM/VIRTUAL MEETING

The purpose of this meeting is to discuss items for the regular board meeting agenda

Directors Present: Anthony Liberatore, Andre Torng, Neda Ardani, Reza Bastani, Maggie Blackwell, Pat English, Pearl Lee, Diane Casey and Azar Asgari

Directors Absent: Cash Achrekar

Staff Present: Jeff Parker, Siobhan Foster and Grant Schultz

Others Present: None

1. Call Meeting to Order / Establish Quorum – President Liberatore

President Liberatore called the meeting to order at 2:08 p.m. and established that a quorum was present.

2. Approval of the Agenda

Hearing no objection, the agenda was passed without objection.

3. Discuss and Consider Item for the United Board Regular Meeting (open and closed sessions) on January 11, 2022

4. The board discussed items for the open and closed agendas for the January 11, 2022 meeting.

Director Blackwell made a motion to add "Discuss and Consider United Board Strategic Planning Committee Formation." The motion was seconded by Director Torng.

Hearing no objection, the passed was passed by unanimous consent.

United Board Agenda Prep Meeting (Open)

December 30, 2021

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Director Blackwell made a motion to move "Director's Comments" to item number 15 on the open agenda. Director Bastani seconded the motion.

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

5. Director Comments - None

6. Adjournment

President Liberatore adjourned the meeting at 3:18 p.m.

DocuSigned by:
Neda Ardani
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Neda Ardani, Secretary of the Board
United Mutual Laguna Woods



OPEN MEETING

**MINUTES OF THE OPEN MEETING OF THE
BOARD OF DIRECTORS OF UNITED LAGUNA WOODS MUTUAL A
CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Tuesday, January 11, 2022, 9:30 a.m.
Open Session, Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

Directors Present: Anthony Liberatore, Pearl Lee, Pat English, Neda Ardani, Cash Achrekar, Azar Asgari, Diane Casey, Andre Torng, Reza Bastani, Maggie Blackwell

Directors Absent: None

Staff Present: Jeff Parker, Siobhan Foster, Connie Habal, Grant Schultz and Michelle Estrada

Others Present: Jeff Beaumont Esq.
United Board Candidates: Ken Benson and Lenny Ross

1. Call Meeting to Order/Establish Quorum

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

2. Pledge of Allegiance to the Flag

Director English led the pledge of allegiance.

3. Acknowledge Media

The Village Television Camera Crew, by way of remote cameras, was acknowledged as present.

4. Approval of Agenda

President Liberatore asked if there were any changes to the agenda.

Director Blackwell made a motion to approve the agenda. Director English seconded the motion. Hearing no objection, the board approved the agenda by unanimous consent.

5. Approval of Minutes

- a. December 2, 2021 – Agenda Prep Meeting
- b. December 14, 2021 – Regular Open Session

Director Torng commented that in the December 14, 2021 – Regular Open Session minutes, the approval of resolution 01-21-81 is incorrect as the vote was 4-3-2.

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Discussion ensued among the directors and legal counsel.
Jeff Beaumont Esq. commented on the approval of the committee appointments.

President Liberatore called for the vote to approve the December 2, 2021 – Agenda Prep Meeting minutes. The minutes were approved by unanimous consent. President Liberatore called for the vote to amend the December 14, 2021 minutes.

Director Torng made the motion to accept the December 14, 2021 – Regular Open Session minutes with the amended committee appointments to reflect that the motion did not pass on resolutions 01-21-81 and 82. Director Asgari Seconded. The minutes as amended were approved by unanimous consent.

6. Report of the Chair

President Liberatore commented that due to the state mandated order to wear masks indoors, it has been decided to hold all upcoming board meetings as virtual only. He hopes that all meetings can go back to in-person by mid-February.

7. VMS Board Update – Director Rupert

Director Rupert gave an update on the existing and new members of the VMS board. An update was provided on the promotion of COO, Siobhan Foster, to the new CEO once Jeff Parker retires in February 2022. A new General Services Director is scheduled to start January 17, 2022. Information was provided on the M&C Department restructuring to provide enhanced customer service. Observations of escrow between 2019 – 2021 were discussed. A new temporary position was added in October 2021 for a Membership Financial Evaluator/Membership Coordinator. All boards training provided by Legal Counsel was offered on November 15, 2021 and the video is available on the Village website.

Discussion ensued among the directors.

8. Open Forum (Three Minutes per Speaker)

At this time Members addressed the Board of Directors regarding items not on the agenda

The following members made comments:

- A member commented on the on the conduct of the United Board.
- A member commented on the statements during the December 2021 United board meeting made by directors.
- A member commented on the financial situation due to the pandemic. The Foundation made donations to aid the residents in the community.

9. Responses to Open Forum Speakers

- Director English shared her thoughts on the move to virtual meetings.
- Director Achrekar commented on the temperament of the board.
- Director Bastani responded to the member who commented about board conduct.
- Director Torng commented that board members should behave professionally.
- Director Liberatore commented that he is pleased by the amount of feedback reminding the directors of their purpose in being board members.

10. United Board Appointment *(Introduce Candidates, Opening Statements, Interview, Closing Statements, Balloting and Announce Results)*

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President Liberatore introduced the candidates for the United Board Director Vacancy:

- Ken Benson
- Lenny Ross

Each candidate gave their opening statements and answered questions from the board.

Hearing no other questions, the candidates gave their closing statements.

The board voted by secret ballot.

Michelle Estrada, Corporate Secretary, and Grant Schultz, Assistant Corporate Secretary, tallied the votes.

The Corporate Secretary announced that the results were 8 for Lenny Ross and 2 for Ken Benson and that Lenny Ross was appointed to the United Board.

11.CEO Report

CEO Jeff Parker reported on the following topics:

- Covid update: 22,945 cases were reported this weekend which is almost 8,000 cases more from last weekend. Hospitalizations are at 964 cases and ICU are at 140 cases. The state requirement of wearing masks while indoors has been extended from January 15, 2022 to February 15, 2022 due to rising numbers.
- In order to protect the residents, board members and employees, the board meetings will be held as virtual only until the mask mandate is lifted.
- The Transportation Informational meeting is rescheduled from January 14, 2022 to January 21, 2022 at 9:30 a.m. as a virtual only meeting.
- Organics recycling carts were delivered between January 3rd and January 5th by CR&R. The first collection occurred on January 7th. CR&R will begin to swap Waste Management trash and recycling carts during the week of January 17th and will continue for approximately 2-3 weeks.
- CR&R will conduct one last third Saturday bulky-item pickup on January 15th. Going forward, the bulky-item pick-up will be conducted weekly.
- Contact CR&R for all trash-related questions as Resident Services is no longer handling trash/recycling-related issues. Residents may contact via phone at 949-625-6735 or email at launawoods-recycles@crrmail.com. A communitywide informational letter will be delivered to residents this month from CR&R.

COO Siobhan Foster reported on the following:

- Mulch pick-up will be held January 21st – 24th at clubhouse 3, 4, and 5.

Several directors asked questions regarding the report by CEO Jeff Parker.

CEO Jeff Parker answered questions.

12. Consent Calendar

All matters listed under the Consent Calendar are recommended for action by committees and will be enacted by the board by one motion. 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

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action by the board.

THIS ITEM WAS MOVED TO UNFINISHED BUSINESS AS ITEM 13A

- a. Consistent with its statutory obligations under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the month of November 2021, such review is hereby ratified.
- b. **Recommendation from the Landscape Committee:**
 - (1) Approve Tree Removal Request: 2061-A Via Mariposa – One Canary Island Pine

RESOLUTION 01-22-01
Approve Removal Of
One Canary Island Pine Tree
2061-A Via Mariposa

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 01-13-17 tree removal guidelines:

- 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 should not be removed because of view obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on December 9, 2021, the Landscape Committee reviewed a request to remove one Canary Island Pine tree from the Member at 2061-A, who cited the reasons as structural damage and the inability to grow grass in and around the tree, and;

WHEREAS, the committee determined that the tree meets the guidelines established in Resolution 01-13-17, and thereby recommends approving the request for the removal of one Canary Island Pine tree located at 2061-A Via Mariposa.

NOW THEREFORE BE IT RESOLVED, January 11, 2022, the Board of Directors approves the request for the removal of one Canary Island Pine tree at 2061-A;

RESOLVED FURTHER, that the officers and agents of this Corporation

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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# 947-406-19

RESOLUTION 01-22-02
Recording of a Lien

WHEREAS, Member ID 947-406-19; is currently delinquent to United Laguna Woods 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, January 11, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-406-19 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. Update Officer Resolution

RESOLUTION 01-22-03
Appointment of Officers

RESOLVED, on January 11, 2022, pursuant to United Laguna Woods Mutual Bylaws Article 9 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:

Anthony Liberatore	President
Maggie Blackwell	1 st Vice President
Reza Bastani	2 nd Vice President
Neda Ardani	Secretary
Azar Asgari	Treasurer

RESOLVED FURTHER, that the following Staff person is hereby appointed as ex Officio officer of this Corporation:

Siobhan Foster	Vice President ex Officio
XXXX XXXX	Assistant Secretary ex Officio

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Steve Hormuth Assistant Treasurer ex Officio

RESOLVED FURTHER, that Resolution 01-21-83, adopted December 14, 2021, 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.

THIS ITEM WAS MOVED TO UNFINISHED BUSINESS AS 13B

- e. Approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in December 2021, and such review is hereby ratified.

Director English made a motion to accept the consent calendar. Director Achrekar seconded the motion.

Director Asgari made a request to move item 12a to Unfinished Business.

Director Bastani made a request to move item 12e to Unfinished Business.

Director Bastani made a motion to accept the consent calendar as amended. Director Asgari seconded the motion. Hearing no objections, the consent calendar as amended was approved by unanimous consent.

13. Unfinished Business

- a. Consistent with its statutory obligations under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the month of December 2021, such review is hereby ratified.

Director Asgari made a motion to move this item to the February Unfinished Business. Director English seconded the motion.

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

Director Ross left at 12:10 p.m.

- b. Approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in December 2021, and such review is hereby ratified.

Director Blackwell made a motion to approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in December 2021, and such review is hereby ratified. Director English seconded the motion.

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

14. New Business

- a. Discuss and Consider Amendment to the Clutter Policy

President Liberatore read the resolution:

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RESOLUTION 01-22-XX
Clutter Policy

WHEREAS, the Governing Documents Review Committee is tasked to review policy and processes for efficiency and consistency; and

WHEREAS, the Committee recognized that need to update the Clutter Policy;

NOW THEREFORE BE IT RESOLVED; [DATE] that the Board of Directors of this Corporation hereby approves the amended Clutter Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 01-18-104, adopted February 26, 2018 is hereby superseded 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.

Discussion ensued among the directors.

President Liberatore made the motion to call the question. Director English seconded the motion.

President Liberatore called the motion to a vote and the motion passed 9-1-0.

Director Ardani made the motion to postpone the amendment to the Clutter Policy until the upcoming meeting in February. Director Asgari seconded the motion.

President Liberatore called the motion to a vote and the motion passed 7-3-0.

b. Discuss and Consider the Formation of a Strategic Planning Committee

Discussion ensued among the directors.

Director Achrekar made the motion to not form a strategic planning committee. Director English seconded the motion.

President Liberatore called the motion to a vote and the motion passed unanimously.

15. Director Comments (Two minutes per director)

- Director Achrekar commented that time is an asset we cannot recover and meetings should be kept to a minimum.
- Director Blackwell commented the conduct of certain directors during board meetings.
- Director Asgari commented the importance of having a diverse board.
- Director Bastani commented further on a comment made by a resident during Open

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Forum.

- Director Ardani commented on the importance of directors sharing their honest opinion.
- Director Casey commented that there is no landscape committee meeting this month.
- Director Lee commented that the in-person Resident Advisory meeting scheduled for Thursday is canceled and postponed to February. The board should aim for shorter meetings and working better together.
- Director Torng commented on the need for strategic planning for both the board and VMS.

The meeting was recessed 1:32 p.m. and reconvened at 2:02 p.m.

16. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on December 28, 2021; next meeting January 25, 2022, at 1:30 p.m. as a virtual meeting.
 - (1) Treasurer's Report
 - (2) United Finance Committee Report
 - (3) Resales/Leasing Reports
- b. Report of the Architectural Control and Standards Committee – President Liberatore. The Committee met on December 16, 2021; next meeting January 20, 2022, at 9:30 a.m. as a virtual meeting.
- c. Report of Member Hearings Committee – Director Ardani. The Committee met on October 28, 2021; next meeting January 27, 2022, 9:00 a.m. as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on December 16, 2021; next meeting January 20, 2022, 1:30 p.m. as a virtual meeting.
- e. Report of the Landscape Committee – Director Casey. The Committee met on December 9, 2021; next meeting February 10, 2022, at 9:30 a.m. as a virtual meeting.
- f. Report of the Maintenance & Construction Committee – Director English. The Committee met on December 22, 2021 in closed session; next meeting February 23, 2022, at 9:30 a.m. as a virtual meeting.
- g. Report of the United Resident Advisory Committee – Director Lee. The December 9, 2021 and January 13, 2022 meetings were canceled; next meeting February 10, 2022 at 4:00 p.m.

17. GRF Committee Highlights

- a. Report of the GRF Finance Committee – Director Asgari. The Committee met on December 15, 2021; next meeting February 16, 2022, at 1:30 p.m. as a virtual meeting.
- b. Report of the GRF Strategic Planning Committee— Director Liberatore. The Committee met on January 10, 2022; next meeting March 9, 2022 as a virtual meeting.

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- c. Report of the Community Activities Committee – Director Blackwell. The committee met on December 9, 2021; next meeting January 13, 2022, at 1:30 p.m. as a virtual meeting.
 - (1) Equestrian Center Ad Hoc Committee -- The Committee met on November 4, 2021; next meeting January 26, 2022, at 1:00 p.m. as a virtual meeting.
- d. Report of the GRF Landscape Committee – Director Casey. The Committee met on December 8, 2021; next meeting February 9, 2022, at 1:30 p.m. as a virtual meeting.
- e. Report of the GRF Maintenance & Construction Committee – Director Achrekar. The Committee met on December 8, 2021; next meeting February 9, 2022, at 9:30 a.m. as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Casey. The Ad Hoc Committee met December 29, 2021; next meeting TBA.
- f. Report of the Media and Communication Committee – Director Ardani. The Committee met on November 17, 2021; next meeting January 17, 2022, at 1:30 p.m. as a virtual meeting.
- g. Report of the Mobility and Vehicles Committee – Director Blackwell. The Committee met on December 1, 2021; next meeting February 2, 2022, at 1:30 p.m. as a virtual meeting.
- h. Report of the Security and Community Access Committee – Director Bastani. The Committee met on October 25, 2021; next meeting February 28, 2022, at 1:30 p.m. in as a virtual meeting.
- i. Laguna Woods Village Traffic Hearings – Director Ardani. The Hearings were held on December 15, 2021; next hearings will be held January 19, 2022, at 9:00 a.m. as a virtual meeting.
- j. Report of the Disaster Preparedness Task Force – Director Casey. The Task Force met on November 30, 2021; next meeting January 25, 2022, at 9:30 as a virtual meeting.
- k. Information Technology Advisory Committee – Director Casey. The last meeting was December 17, 2021; next meeting January 14, 2022.

18. Future Agenda Items

- 19. Recess** - *At this time the meeting will recess for lunch and reconvene to Closed Session to discuss the following matters per California Civil Code §4935.*

The meeting recessed at 2:36 p.m. into the Closed Session.

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

During the December 14, 2021, Regular Closed Session, the Board:

Approval of Agenda

Approval of the Following Meeting Minutes;

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(a) November 9, 2021 – Regular Closed Session
Discussed and Considered Litigation, Legal and Legislation Matters
Discuss and Consider Contractual Matters
Discussed Personnel Matters
Discussed Member and Board Disciplinary Matters

20. Adjourn

The meeting was adjourned at 4:22 p.m.

DocuSigned by:
Neda Ardani
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Neda Ardani, Secretary of the Board
United Laguna Woods Mutual



RESOLUTION 01-22-XX

Recording of a Lien

WHEREAS, Member ID 947-373-11; is currently delinquent to United Laguna Woods 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, February 08, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-373-11 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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RESOLUTION 01-22-XX

Recording of a Lien

WHEREAS, Member ID 947-405-25; is currently delinquent to United Laguna Woods 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, February 08, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-405-25 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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RESOLUTION 01-22-XX

Initiate Foreclosure (Notice of Sale)

RESOLVED, February 08, 2022 that the Board of Directors of this Corporation hereby authorizes initiation of foreclosure of a lien for delinquent assessments that has been validly recorded for parcel number 947-377-81; and

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

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STAFF REPORT

DATE: February 8, 2022
FOR: United Laguna Hills Mutual Board
SUBJECT: Variance Request: 2048-C (Valencia, FG04_1) Two 7' High Sliding Glass Doors into the Atrium

RECOMMENDATION

The United ACSC recommends the United Board approve the request for two 7' high sliding glass doors into the atrium with the conditions stated in Appendix A.

BACKGROUND

Mr. Cochran of 2048-C Avenida Sevilla, a Valencia style manor, requests ACSC and Board approval of a variance for two 7' high sliding glass doors into the atrium.

Due to there being no existing Standard plan for the proposed alteration, and any structural revision requires a variance, Staff seeks Board approval prior to issuing a Mutual Consent for the alterations.

Plans have been submitted for review (Attachment 1).

DISCUSSION

Mr. Cochran is proposing to remove an existing sliding glass door in the living room and a fixed window in the bedroom hallway, enlarge the openings, and install two 7' high sliding glass doors.

The removal of the fixed window and enlargement of its opening will result in the removal of the hallway door and a portion of the hallway/kitchen wall. The removal of the sliding glass door and enlargement of its opening in the living room will remove a portion of the atrium/living room wall. The height of the new sliding glass door header will be 7'.

The removal of walls will require structural drawings and calculations to be submitted for approval to both the city and manor alterations. Existing trusses will not be allowed to be cut or modified.

Currently, there are no open Mutual Consents for the manor.

Staff recommends approval of the variance request for the following reasons: the existing windows face into the atrium and do not affect neighboring views; standard policy allows windows facing into the atrium to be converted to sliding glass doors if using the same opening.

A City of Laguna Woods building permit final would verify compliance with all applicable building codes.

Structural drawings and calculations will be submitted for review prior to issuing a Mutual Consent.

A Neighbor Awareness Notice was sent to Units 2048-A, 2048-B, and 2048-D, on January 11, 2021 due to sharing common walls, having line of sight, or being potentially affected during construction.

At the time of writing the report, there have been no responses to the Neighbor Awareness Notices.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at **2048-C**.

Prepared By: Richard de la Fuente, Alterations Inspector II

Prepared By: Gavin Fogg, Inspections Supervisor

Robbi Doncost, Manor Alterations Manager

ATTACHMENT(S)

Appendix A: Conditions of Approval
Attachment 1: Scope
Attachment 2: Variance Application
Attachment 3: Photos
Attachment 4: Map
Attachment 5: Resolution

APPENDIX A

CONDITIONS OF APPROVAL

Manor: 2048-C

Variance Description: Two 7' high sliding glass doors into the atrium

A Variance for Alterations has been granted at the above manor, subject to the attached plans stamped approved and is subject to a final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or disciplinary action taken against the Shareholder.

Manor-specific Conditions:

- A. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Unit.
- B. The Manor Owner shall provide plans, specifications, and calculations from a duly licensed structural engineer to conform to the Building Code for all foundation, framing, and beam additions for the work of this variance.
- C. A City of Laguna Woods Building Permit will be required and provided to Manor Alterations to verify all code requirements for new or modified structural components as well as shoring have been satisfied.

Requirements for Mutual Consent:

- D. Prior to the Issuance of a Mutual Consent for Alterations, a complete set of unit specific plans, specifications and calculations prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
- E. Prior to the Issuance of a Mutual Consent for Alterations, the Manor Owner shall request a Maintenance and Construction Department inspection to assure that Mutual property is appropriately addressed during construction.

Prior to Final Inspection by Manor Alterations:

- F. Prior to Final Inspection by Manor Alterations, a scanned copy of the City-Approved and Stamped plan check drawing set shall be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict the work as completed and approved by the City, including all structural and architectural modifications.
- G. Prior to Final Inspection by Manor Alterations, all altered exterior surfaces should match the Building texture and color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or existing body color of the building; the approved colors and materials are identified as “United Laguna Woods Mutual Color Selections” at Resident Services, located at the Community Center first floor.

See next page for General Conditions.

General Conditions:

1. No improvement shall be installed, constructed, modified or altered at 2048-C, ("Property") within the United Laguna Woods Mutual ("Mutual") without an approved Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Manor Owner or Owners ("Manor Owner") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
2. Manor Owner hereby consents to and grants to the Mutual and the Maintenance and Construction Department, and their representatives, a right of entry upon the Property at any time to be used to inspect the Property and the improvements thereon and for the Mutual and the Department, and their representatives and contractors to remedy any violation upon the Property, including, but not limited to, removing trash, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval.
3. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Manor Owner at 2048-C and all future Mutual Manor Owners at 2048-C.
4. Manor Owner shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, damage to Mutual property, and use of Mutual property for storage of equipment or materials without prior approval. Manor Owner acknowledges and agrees that all such persons are his/her invitees. Manor Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
5. Manor Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.
6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com/residents/resident-services> and click on

documents and Business Pass Application Instructions) in place to admit contractors and other invitees.

7. Member Owner's contractors and other invitees shall have business signage on vehicles and travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
8. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
9. The resident is responsible for the submission of a valid mutual consent no later than 2 weeks from the date of the Variance approval. The expiration date of the Variance will then match the expiration date of the issuance of the Manor Alterations Mutual Consent for the improvements. If a valid Mutual Consent application is not submitted within said 2 weeks, then this Variance shall expire 180 days following the date of the Board approval of the Variance.
10. All construction must be completed within 180 days or 6 months from the later date of Board approval of the Variance and issuance of the Mutual Consent for start of demolition or construction work.
11. A City of Laguna Woods permit may be required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a Mutual Consent for Alterations, the appropriate City of Laguna Woods permit number(s) must be submitted to the Division office located in the Laguna Woods Village Community Center. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
12. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See <http://www.lagunawoodsvillage.com>.
13. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
14. During construction, both the Mutual Consent for Alterations and the City Building Permit must be on display for public view at all times in a location approved by the

Division.

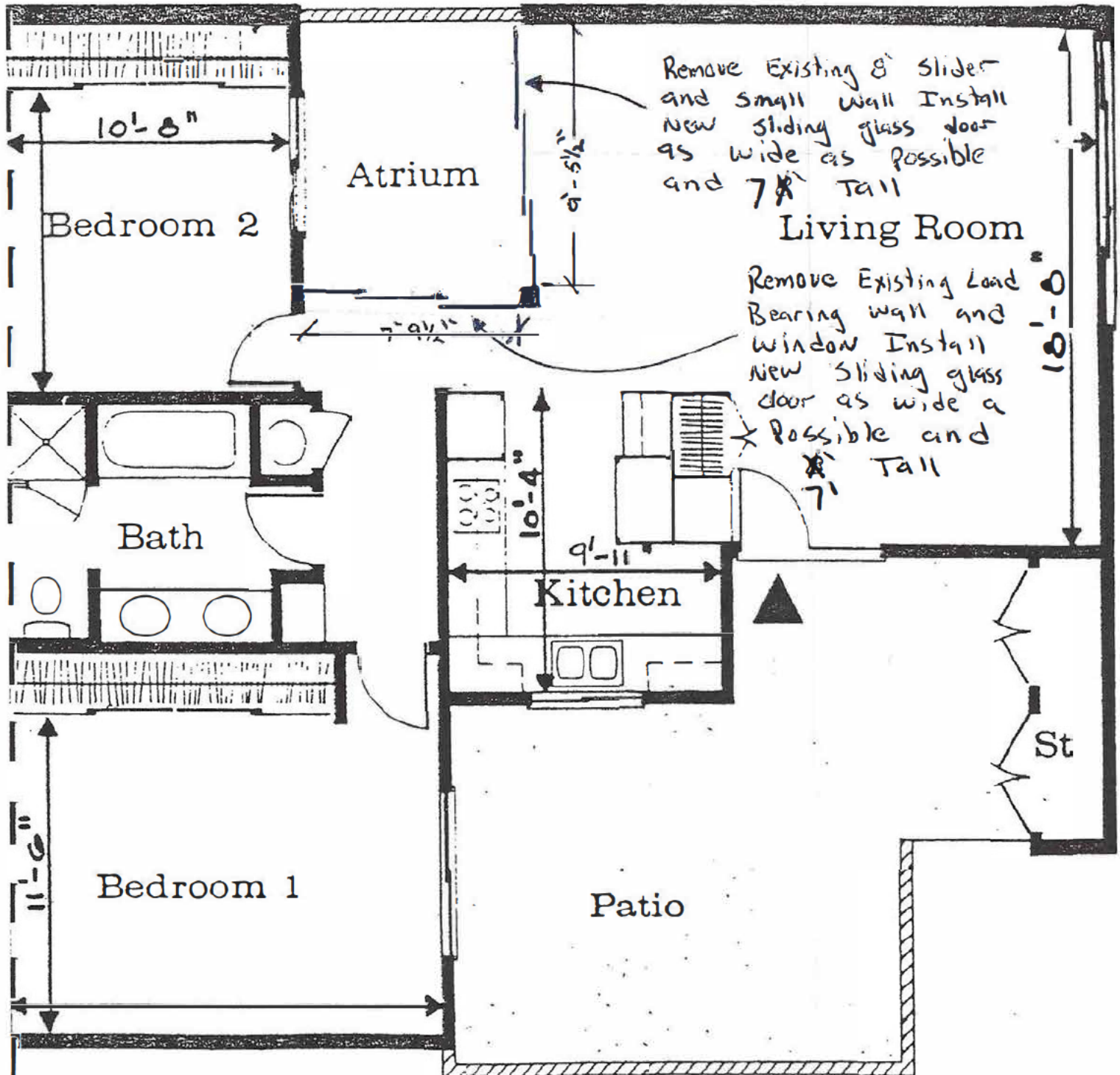
15. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
16. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
17. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
19. The Mutual Consent for Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
20. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, unpaid assessments, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Manor Owner. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
21. Mutual Manor Owner shall indemnify, defend and hold harmless United and its officers, directors, committee Manor Owners and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Mutual Manor Owner's improvements and installation, construction, design and maintenance of same.

2408-C Via Maraposa

Tom Conrad

Proposed
Floor
Plan

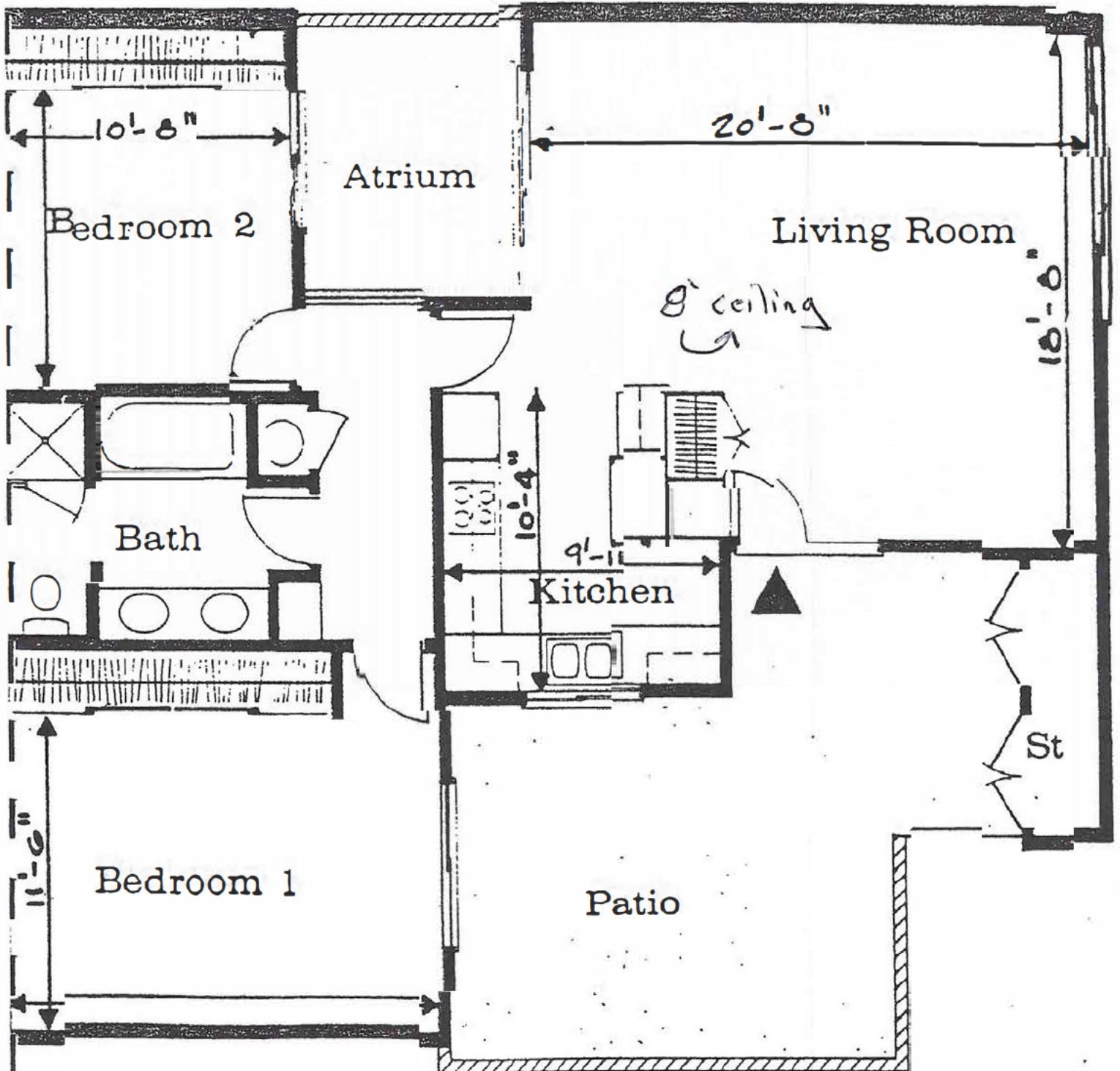
VALENCIA(NEW)(FG04)



2408-C Via Maraposa
Tom Conrad

Existing
Floor
Plan

VALENCIA(NEW)(FG04)



MANOR # 2048-C

☐ ULWM

☒ TLHM

Variance Request Form

SA _____

Model: <u>Valencia (New)</u>	Plan: _____	Date: <u>Aug. 16, 2021</u>
Member Name: <u>Tom Conrad</u>	Signature: <u>[Signature]</u>	
Phone: [Redacted]	E-mail: [Redacted]	
Contractor Name/Co: <u>Mylkaton Construction</u>	Phone: [Redacted]	E-mail: [Redacted]
Owner Mailing Address: (to be used for official correspondence) <u>2048-C Via Maraposa, Laguna Woods, 92637</u>		

Description of Proposed Variance Request ONLY:

Remove existing sliding glass door from Dining Room to Atrium, Remove wall and window from end of hallway. Install Two Large Two Panel Sliding Glass doors in there Place ~~to~~ 7' Tall, To Make all open to Atrium

Dimensions of Proposed Variance Alterations ONLY:

Remove existing 8' x 8'-8" sliding glass door from Dining Room install New 9'-5" x 8'-0" sliding glass door
Remove 4' x 3' Fixed Glass window and 4' x 8' section of wall, install New 7'-6" x 8'-0" sliding glass door

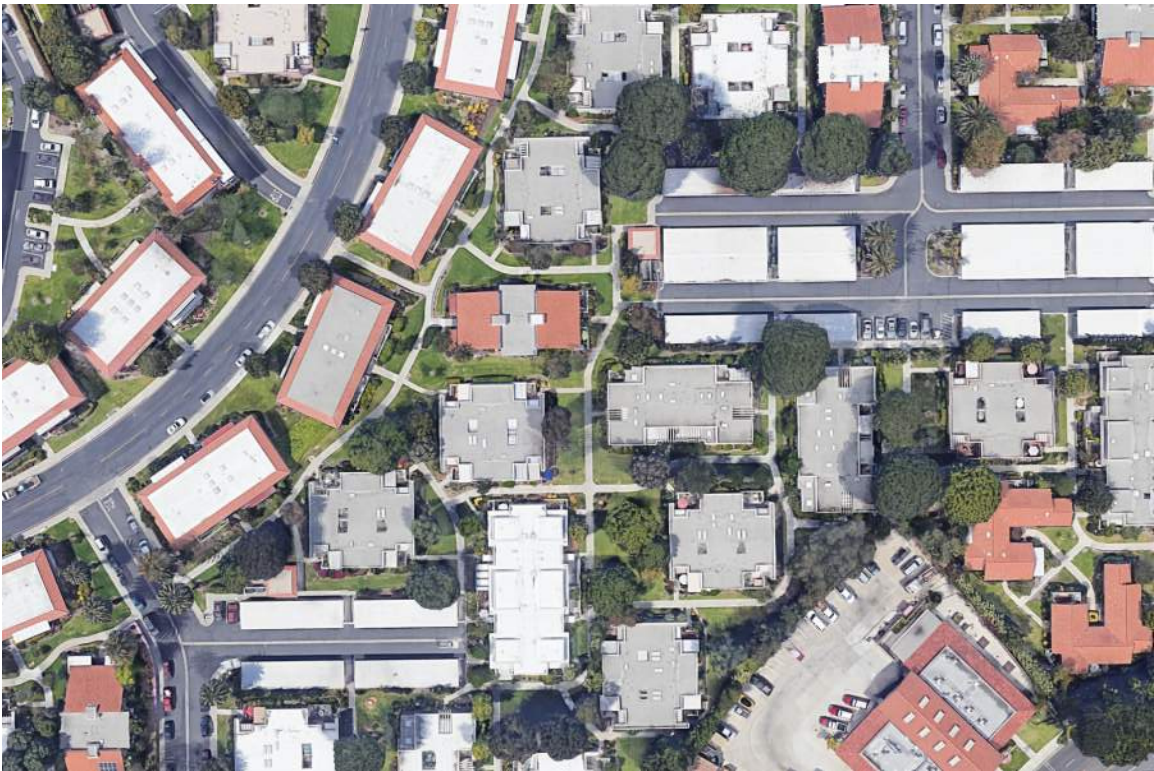
FOR OFFICE USE ONLY

RECEIVED BY: _____ DATE RECEIVED: _____ Check# _____ BY: _____

Alteration Variance Request	Complete Submittal Cut Off Date:
Check Items Received: <input type="checkbox"/> Drawing of Existing Floor Plan <input type="checkbox"/> Drawing of Proposed Variance <input type="checkbox"/> Dimensions of Proposed Variance <input type="checkbox"/> Before and After Pictures <input type="checkbox"/> Other: _____	Meetings Scheduled: Third AC&S Committee (TACSC): _____ United M&C Committee: _____ Board Meeting: _____ <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Tabled <input type="checkbox"/> Other _____

Agenda Item # 11c(1)





RESOLUTION 01-22-XX

Variance Request

WHEREAS, Mr. Conrad of 2048-C Avenida Sevilla, a Valencia style manor, is requesting Board approval of a variance for two 7' high sliding glass doors into the atrium, and,

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected units January 11, 2022, notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on January 20, 2022.

NOW THEREFORE BE IT RESOLVED, on February 8, 2022, the Board of Directors hereby approves the request to add two 7' high sliding glass doors into the atrium;

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at 2048-C Avenida Sevilla and all future Mutual members at 2048-C Avenida Sevilla;

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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Membership Trust Transfer Review Confirmation Checklist

By way of Resolution 01-20-52, the Board of Directors of United Laguna Woods Mutual has elected to delegate its authority to act upon and approve or deny membership trust transfer requests to an authorized agent. On a monthly basis, a subcommittee of the Board, consisting of United's secretary and at least one other director, shall randomly check select membership trust transfer applications for completeness and conformance with established rules and regulations.

The undersigned Board members affirm that they have reviewed select membership trust transfer applications for the period ending January 31, 2022.

- ☒ Staff report
- ☒ Financial qualifications met
- ☒ Attorney opinion letter
- ☒ Membership certificate; death certificate (if applicable)
- ☒ Credit report, FICO score
- ☒ Background check
- ☒ Emergency / CodeRed form
- ☒ Criminal record
- ☒ Age verification

I certify that a random and representative sampling of membership trust transfer applications was reviewed to the best of my ability. The applications confirm to established rules and regulations.

UNITED LAGUNA WOODS MUTUAL	
Signature	<u>Anthony M. Liberatoro</u>
Print Name	<u>ANTHONY M. LIBERATORO</u>
Title	<u>PRESIDENT</u>
Date	<u>02/03/2022</u>


Sublease Review Confirmation Checklist

By way of Resolution 01-20-52, the Board of Directors of United Laguna Woods Mutual has elected to delegate its authority to act upon and approve or deny sublease applications to an authorized agent. On a monthly basis, a subcommittee of the Board, consisting of United's secretary and at least one other director, shall randomly check select applications for completeness and conformance with established rules and regulations.

The undersigned Board members affirm that they have reviewed select sublease applications for the period ending January 31, 2022.

- ☒ Shareholder date
- ☒ Sublease application
- ☒ Sublease agreement or addendum/extension
- ☒ Credit report, FICO score
- ☒ Background check
- ☒ Emergency/CodeRed form
- ☒ Criminal record
- ☒ Age verification

I certify that a random and representative sampling of sublease applications was reviewed to the best of my ability. The applications confirm to established rules and regulations.

UNITED LAGUNA WOODS MUTUAL	
Signature	
Print Name	ANTHONY M. LIBERATORO
Title	PRESIDENT
Date	6/3/2022



Resolution 01-22-xx

United Laguna Woods Mutual Committee Appointments

RESOLVED, February 8, 2022, that the following persons are hereby appointed to serve the Corporation in the following capacities:

Architectural Control and Standards Committee

Anthony Liberatore (Chair)

Reza Bastani

Cash Achrekar

Non-Voting Advisors: Michael Mehrain, ~~Juanita Skillman~~

Finance Committee

Azar Asgari, ~~Chair~~

~~Pat English (Chair)~~

~~Lenny Ross~~

~~Pearl Lee~~

Advisor: Dick Rader

Governing Documents Review Committee

Maggie Blackwell (Chair)

Diane Casey

Reza Bastani

Advisor: Dick Rader, Juanita Skillman, ~~Bevan Strom~~, Mary Stone

Landscape Committee

Diane Casey (Chair)

Maggie Blackwell

Pearl Lee

Advisors: Theresa Frost, Mike Peters, Annie Zipkin

Maintenance and Construction Committee

Pat English (Chair)

Reza Bastani

Anthony Liberatore

Non-voting Advisor: Ken Deppe

Members Hearing Committee

Neda Ardani (Chair)

Pearl Lee

Maggie Blackwell

New Resident Orientation

Maggie Blackwell (Chair)

~~Pearl Lee~~

Cash Achrekar

Resident Advisory Committee

Pearl Lee (Chair)

Diane Casey

Maggie Blackwell

Advisor: Nancy Lannon

RESOLVE FURTHER that all directors are considered alternate members of each committee "Alternate." Each Alternate may serve as a substitute for another director that is unable to attend a meeting ("Substitute"). Committee Member Alternates cannot substitute for more than two (2) consecutive meetings. This will allow any director to ask any other director to sit in their stead during a temporary absence or unavailability. Of course, we can modify this and structure this any way the Board feels is best. However, the concept is that the Board, in advance, will approve any director sitting on a committee on a temporary basis when necessary to fill in for another director.

RESOLVED FURTHER Resolution 01-21-58, adopted September 14, 2021, is hereby superseded and canceled.

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



Resolution 01-22-xx
Golden Rain Foundation Committee Appointments

RESOLVED, February 8, 2022, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, adopted September 29, 2014, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

GRF Strategic Planning Committee

Cash Achrekar
Reza Bastani
Anthony Liberatore, Alternate

GRF Community Activities Committee

Maggie Blackwell
Diane Casey
~~Pearl Lee~~

GRF Finance

Azar Asgari
Pat English
Diane Casey, Alternate

GRF Landscape Committee

Maggie Blackwell
Diane Casey

GRF Maintenance & Construction

Cash Achrekar
Anthony Liberatore

Clubhouses & Facilities Renovation Ad Hoc Committee

Diane Casey
Pat English
Azar Asgari, Alternate

GRF Media and Communications Committee

Neda Ardani
Maggie Blackwell

GRF Mobility and Vehicles Committee

Maggie Blackwell

Lenny Ross

Pearl Lee

GRF Security and Community Access

Reza Bastani

Cash Achrekar

Disaster Preparedness Task Force

Diane Casey

Anthony Liberatore

Cash Achrekar, Alternate

Laguna Woods Village Traffic Hearings

Neda Ardani

Anthony Liberatore

Purchasing Ad Hoc Committee

Anthony Liberatore

Diane Casey

Information Technology Advisory Committee

Diane Casey

Cash Achrekar

Broadband Ad Hoc Committee

Diane Casey

Revenue Resources Ad Hoc Committee

Diane Casey

Azar Asgari

Equestrian Center Ad Hoc Committee

Pat English

Pearl Lee

RESOLVED FURTHER, that Resolution 01-21-59, adopted September 14, 2021, is hereby superseded and cancelled.

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

Financial Report

Preliminary as of December 31, 2021



INCOME STATEMENT (in Thousands)		ACTUAL
Assessment Revenue		\$45,270
Non-assessment Revenue		\$1,290
Total Revenue		\$46,560
Total Expense		\$47,043
Net Revenue/(Expense)		(\$483)

Financial Report

Preliminary as of December 31, 2021



OPERATING ONLY INCOME STATEMENT ¹ (in Thousands)	ACTUAL
Assessment Revenue	\$21,563
Non-assessment Revenue	\$1,536
Total Revenue	\$23,099
Total Expense ¹	\$23,262
Operating Deficit	(\$163)

1) Excludes depreciation

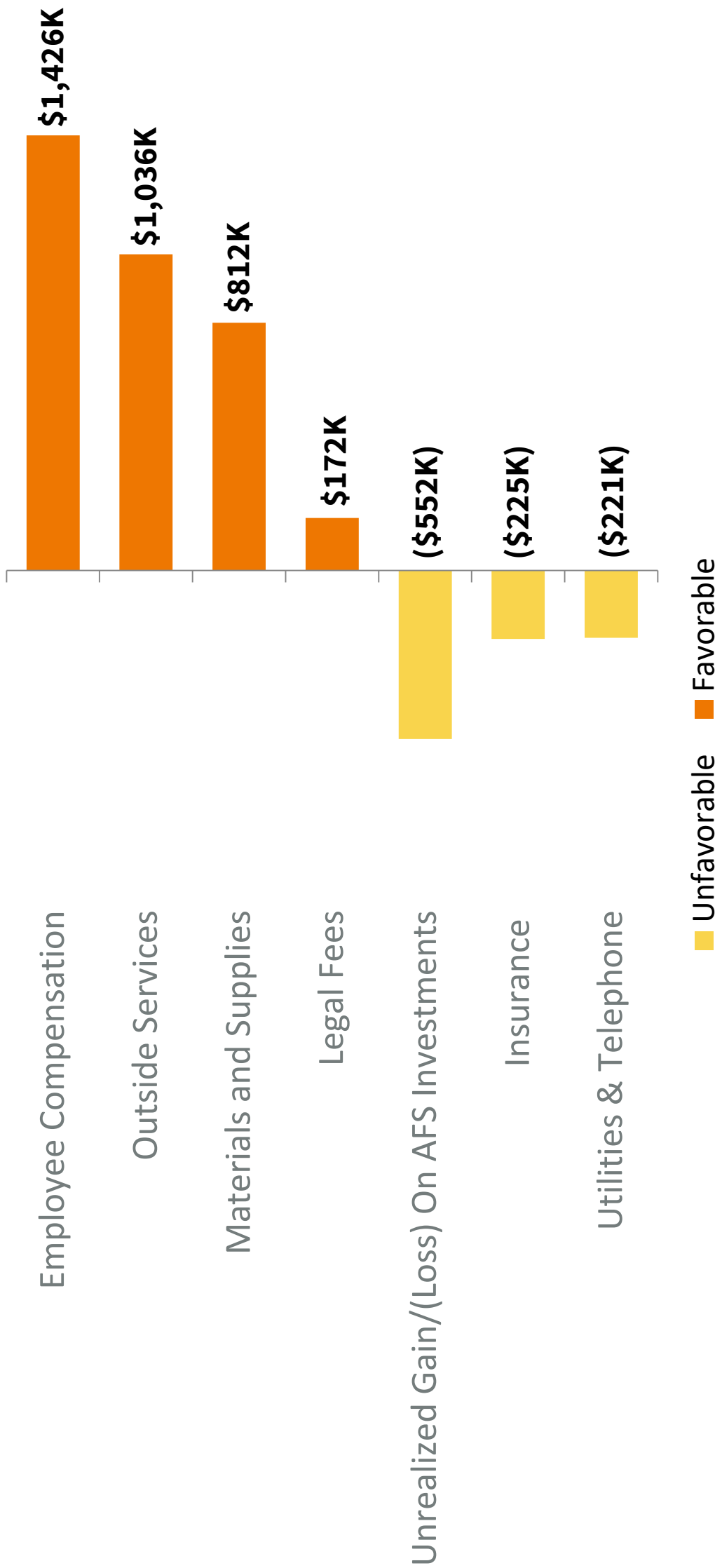
Financial Report

Preliminary as of December 31, 2021

INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$45,270	\$45,256	\$14
Non-assessment Revenue	\$1,290	\$1,799	(\$509)
Total Revenue	\$46,560	\$47,055	(\$495)
Total Expense	\$47,043	\$50,177	\$3,134
Net Revenue/(Expense)	(\$483)	(\$3,122)	\$2,639

Financial Report

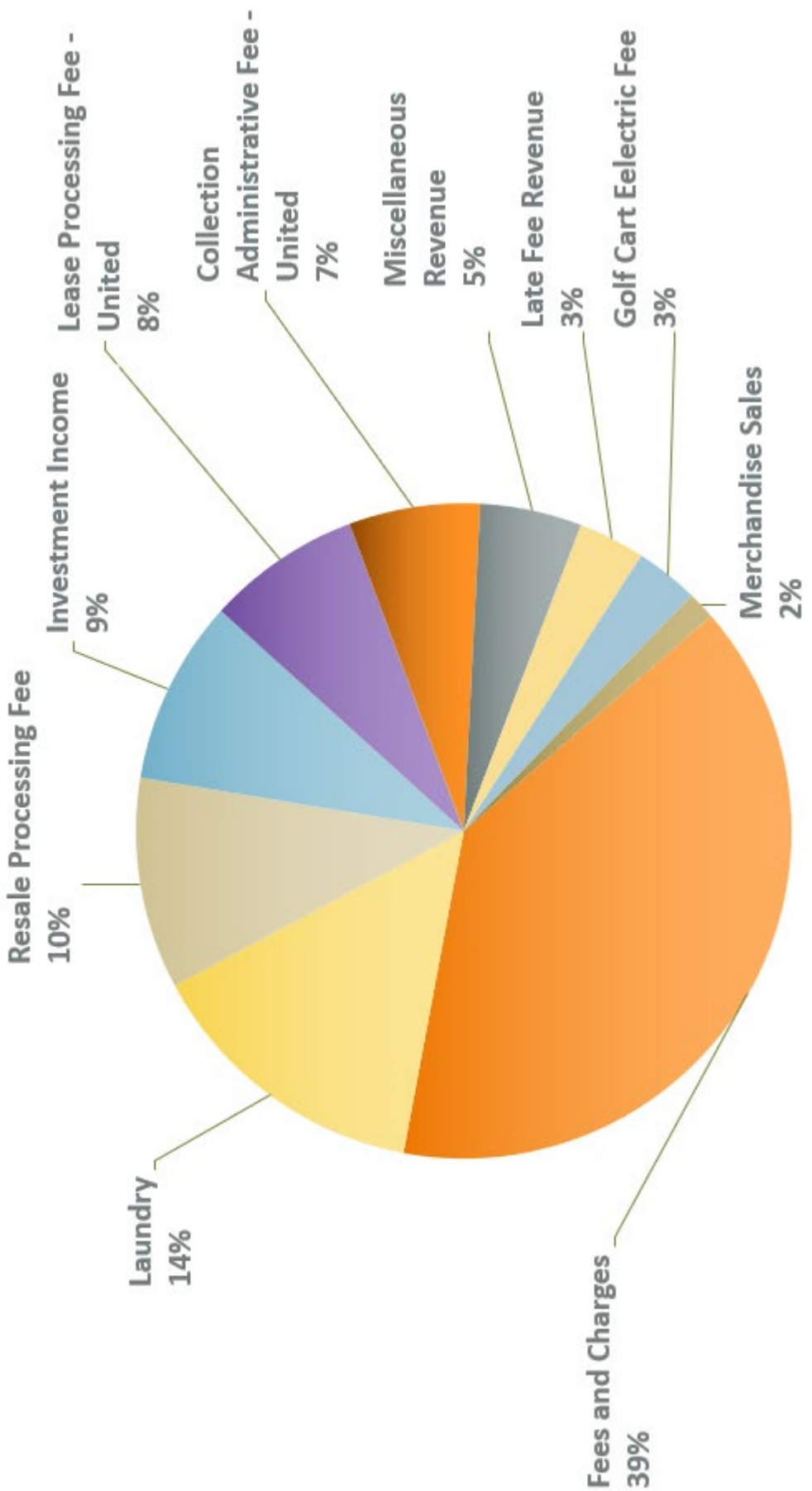
Preliminary as of December 31, 2021



Financial Report

Preliminary as of December 31, 2021

Total Non Assessment Revenues \$1,717,350 excluding Unrealized Loss on AFS Investments



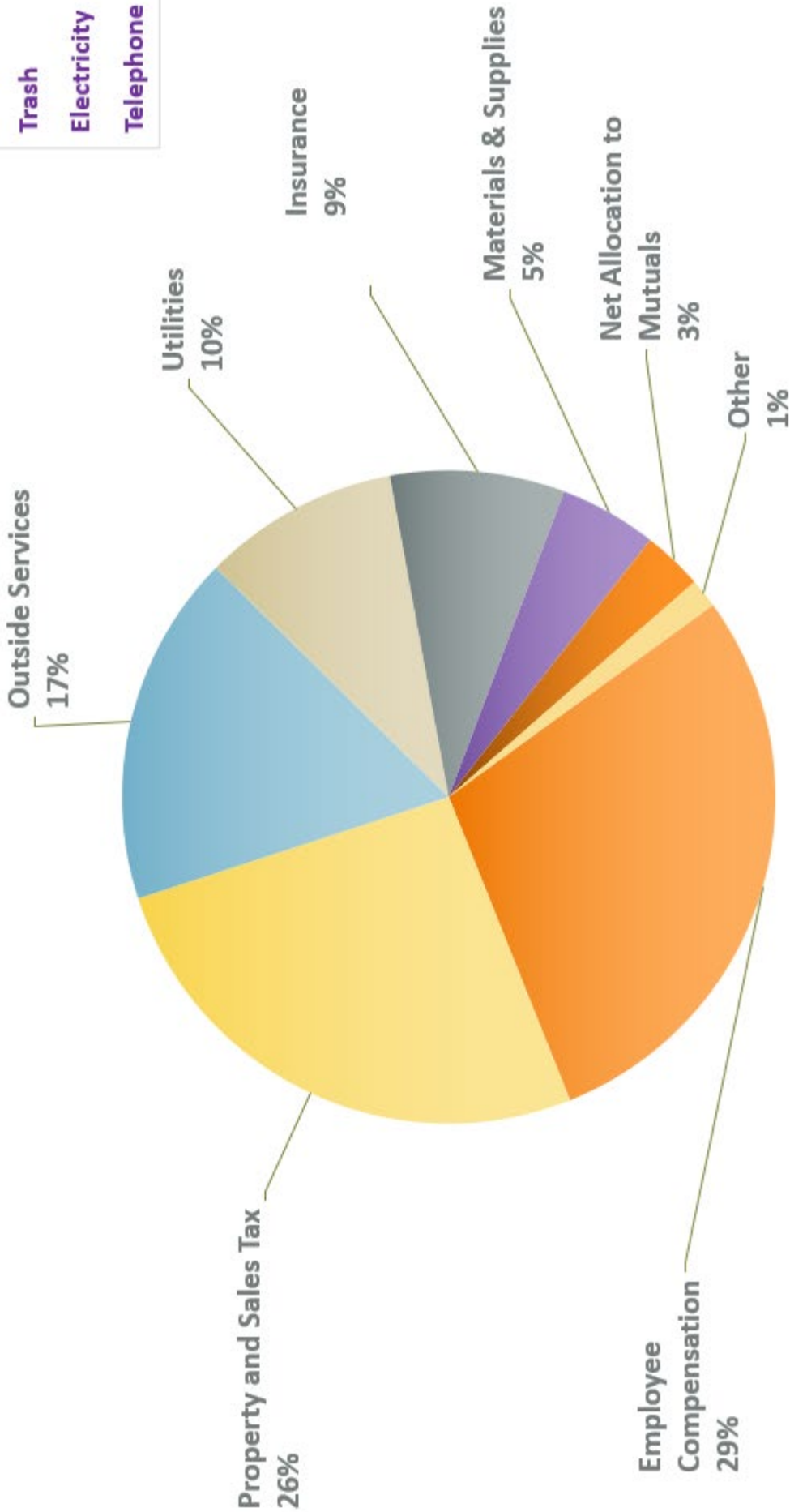
Financial Report

Preliminary as of December 31, 2021



UNITED LAGUNA WOODS
— M U T U A L —

Total Expense \$47,043,260

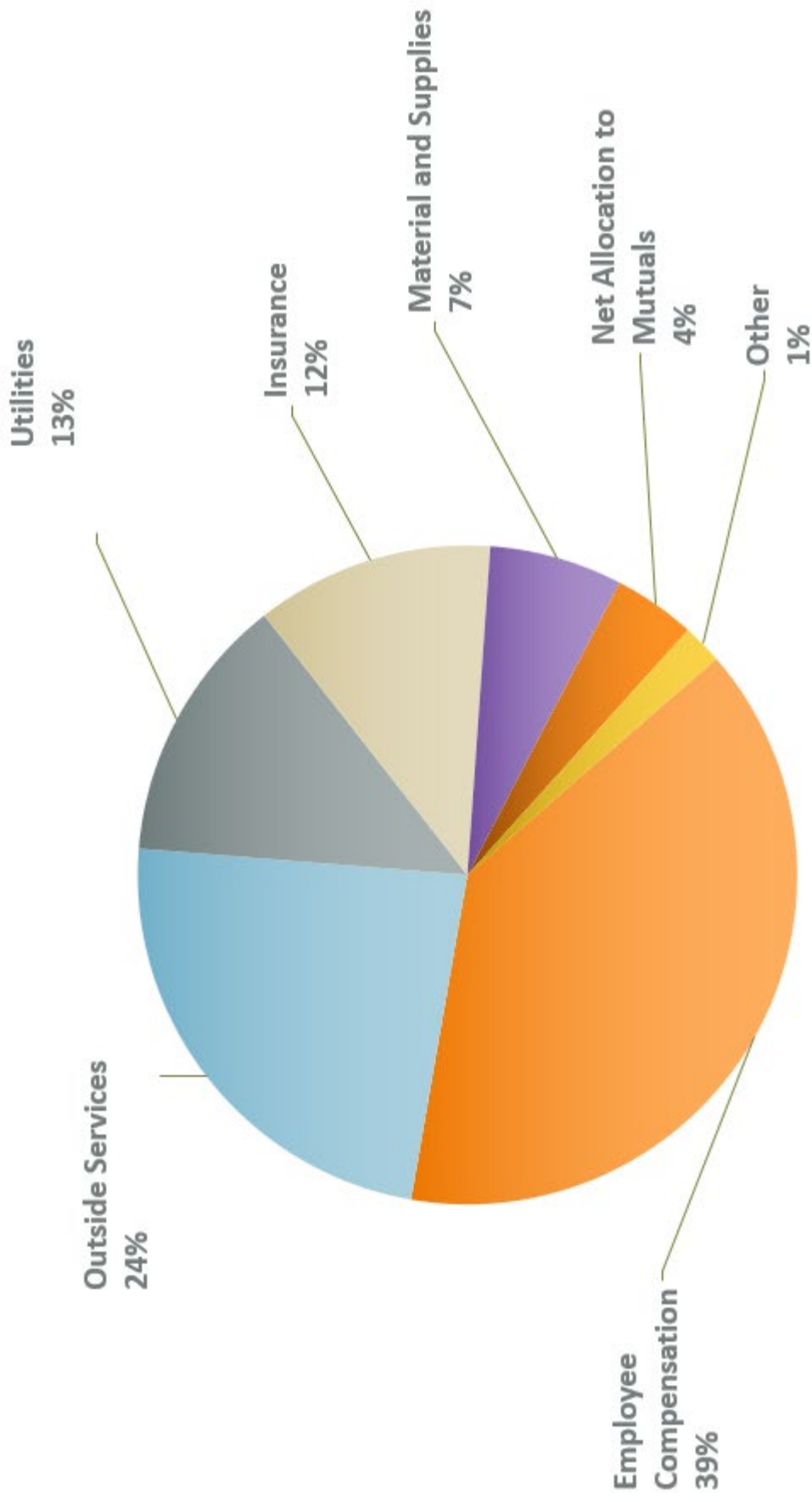


Water	\$2,119,249
Sewer	\$1,911,413
Trash	\$456,720
Electricity	\$91,483
Telephone	\$676

Financial Report

Preliminary as of December 31, 2021

Total Expenses Excluding Property and Sales Tax \$34,804,527



Financial Report

Preliminary as of December 31, 2021

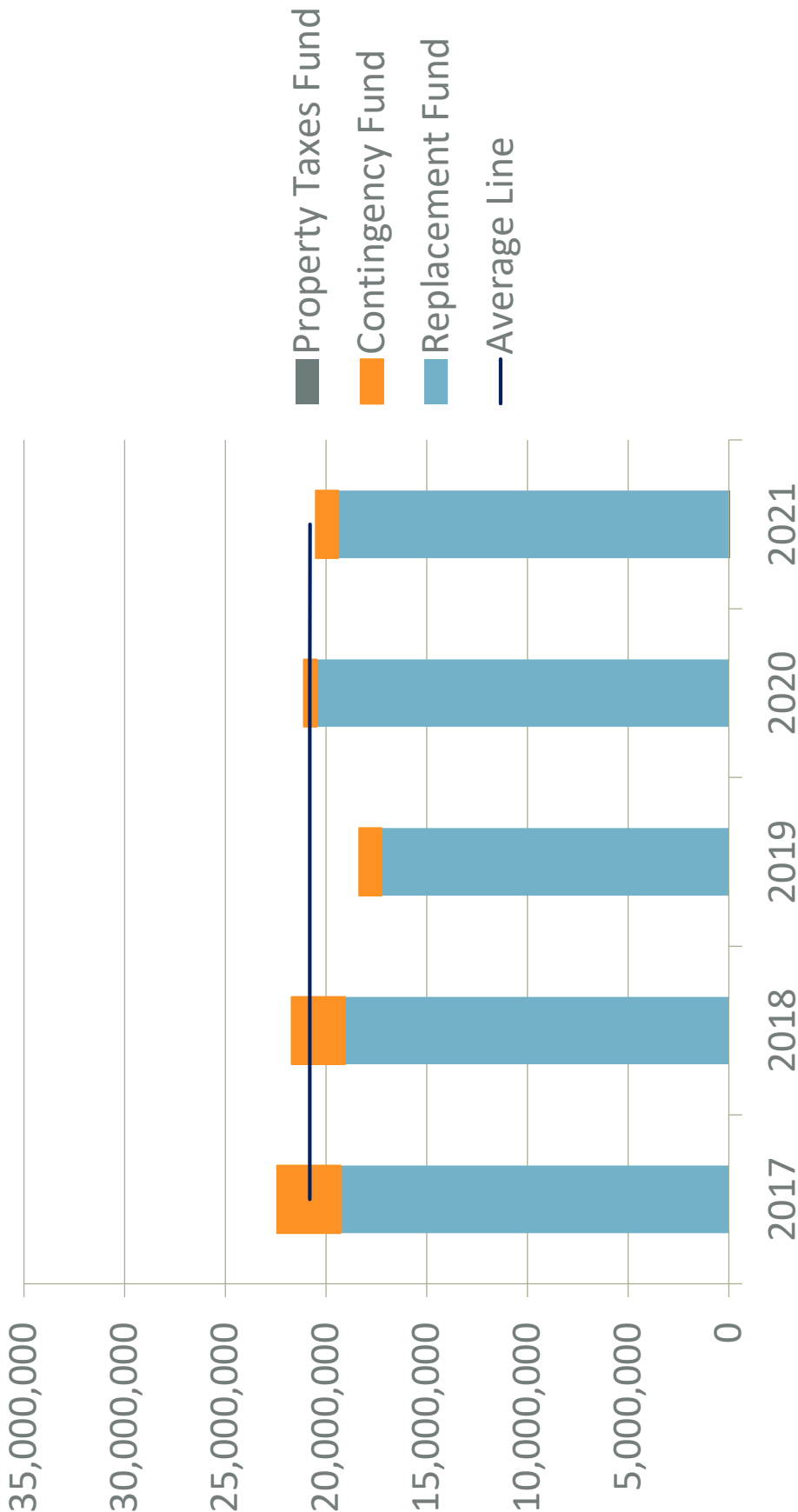


NON-OPERATING FUND BALANCES (in Thousands)	CONTINGENCY	RESERVE	PROPERTY TAX
Beginning Balances: 1/1/21	\$371	\$20,196	\$0
Contributions & Interest	741	10,547	12,172
Expenditures	(1)	11,349	12,238
Current Balances: 12/31/21	\$1,113	\$19,394	(\$66)

Financial Report

Preliminary as of December 31, 2021

FUND BALANCES – United Mutual



Financial Report

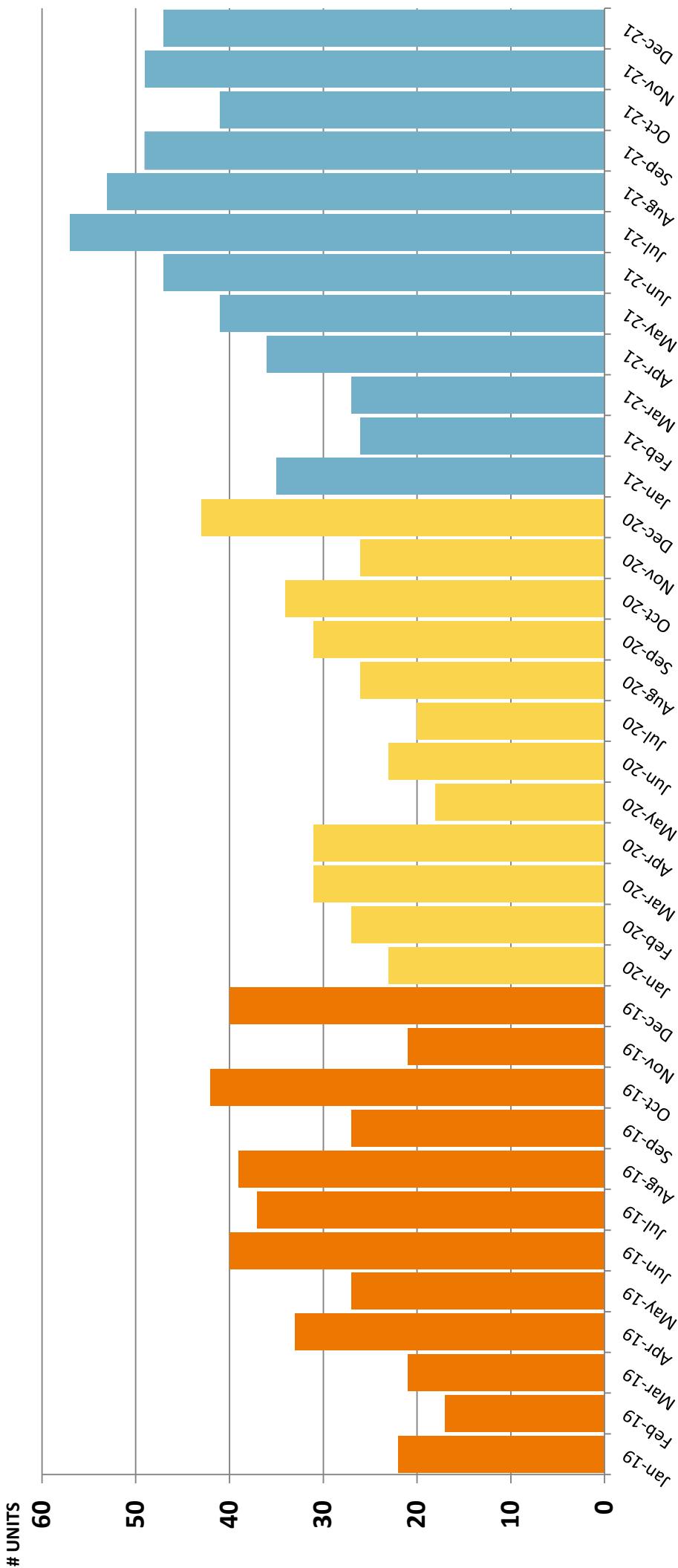
Preliminary as of December 31, 2021

RESALE HISTORY – United Mutual

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2019	366	\$254,922
YTD 2020	333	\$256,954
YTD 2021	508	\$280,825



UNITED LAGUNA WOODS
MUTUAL





Treasurer's Report for February 8, 2022 Board Meeting

SLIDE 1 – Through the reporting period of **December 31, 2021**, total revenue for United was \$46,560K compared to expenses of \$47,043K, resulting in net expense of (\$483K).

SLIDE 2 – In Finance, we keep a close eye on the operating portion of our financial results. The Operating Fund (without Depreciation) shows an operating deficit of (\$163K) through the reporting period. This chart shows how much of our revenue went into operations, with \$21,563K coming in from assessments and \$1,536K coming from non-assessment revenue. This is compared to operating expenditures of \$23,262K (without Depreciation).

SLIDE 3 – This next chart takes the full income statement and compares those results to budget. We can see that United ended the period better than budget by \$2,639K when combining both operating and reserve savings.

SLIDE 4 – The most significant variances from budget were attributable to the following:

Employee Compensation \$1,426K; Favorable variance resulted primarily in the departments of Maintenance and Construction and Landscape. Savings occurred in landscape where shrub bed maintenance was outsourced creating savings in labor hours. In M&C, United switched from a budgeted 10-year paint cycle to a 15-year cycle, resulting in a reduction of 5 full time equivalents (FTE) in paint and 1 FTE in carpentry work centers. Property services work centers also had favorable variances due to low participation in non-union medical insurance and retirement plan.

Outside Services \$1,036K; Favorable variance resulted from late start of programs due to the COVID-19 pandemic. Budgets are spread evenly for programs such as building structures, countertop/floors/shower enclosure, plumbing, and tree maintenance.

Materials and Supplies \$812K; Favorable variance resulted in several areas of operations such as interior components, appliance, and plumbing. Materials shortages due to Covid-19 resulted in a favorable variance for interior components items such as kitchen and bathroom countertop replacements as well as washing and dryer machine replacements in the laundry rooms. In addition, the Board allowed residents to refuse entry for appliance replacements through June 15th causing less replacements of items such as water heaters and refrigerators.

Legal Fees \$172K; Favorable variance resulted due to lower expenditures to date than anticipated. The budget for legal fees is a contingency, which fluctuates from year to year.

Unrealized Gain/(Loss) On Investments (\$552K); Unfavorable variance due to adverse conditions for bond investments during the reporting period.



Treasurer's Report for February 8, 2022 Board Meeting

Insurance (\$225K); Unfavorable variance due to higher premiums for property and casualty insurance. Insurance premium increases were implemented after 2021 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.

Utilities and Telephone (\$221K); Unfavorable variance due to less seasonal rainfall. Budget was based on a five-year average of water consumption, which was estimated at 488K cubic feet. Throughout the year, consumption was 542K cubic feet, or 11% over the budgeted usage.

SLIDE 5 – On this pie chart, we show non-assessment revenues earned to date of \$1,717K, excluding the Unrealized Loss on Available for Sale Investments. If you include the unrealized loss on investments, non-assessment revenue totaled \$1,290K. Revenue is organized by category, starting with our largest revenue generating category Fees and Charges to Residents, followed by Laundry, Resale Processing Fee, Investment Income, and so forth.

SLIDE 6 – On this pie chart, we see the expenses to date of \$47M, showing that our largest categories of expense are for Employee Compensation, Property and Sales Tax followed by Outside Services, Utilities, Insurance, Materials and Supplies, and so forth. At the upper right corner, we show a breakout of the utility category.

SLIDE 7 – On the next slide we see those same expenses, excluding property and sales tax.

SLIDE 8 – Our fund balances are shown here. The Contingency Fund balance on December 31, 2021 was \$1,113K. Contributions and investment revenue totaled \$741K while expenditures were a credit of (\$1K). The Reserve Fund balance on December 31, 2021 was \$19,394K. Contributions and investment revenue collected totaled \$10,547K while expenditures were \$11,349K. Property Taxes Fund balance on December 31, 2021 was (\$66K). Contributions and investment revenue collected totaled \$12,172K while expenditures were \$12,238K.

SLIDE 9 – We compare this to historical fund balances for the past five years on this chart, which have averaged \$21 Million.

SLIDE 10 – We have a slide here to show resale history from 2019 - 2021. Through December 31, 2021, United sales totaled 508, which is 175 higher than prior year for the same time period. The average YTD resale price for a United Mutual manor was \$281K, which is \$24K higher than prior year for the same time period.



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

Tuesday, January 25, 2022 – 1:30 p.m.
Board Room/Virtual Meeting

DIRECTORS PRESENT: Azar Asgari – Chair, Anthony Liberatore – President, Lenny Ross, Andre Torng, Pat English, Pearl Lee

DIRECTORS ABSENT: None

ADVISORS PRESENT: Dick Rader

STAFF PRESENT: Jose Campos, Steve Hormuth, Erika Hernandez

OTHERS PRESENT: GRF – Elsie Addington
VMS – Juanita Skillman

Call to Order

Chair Azar Asgari, chaired the meeting and called it to order at 1:30p.m.

Acknowledgment of Media

The meeting was recorded and made available via Zoom for members of the community to participate virtually.

Approval of Agenda

A motion was made and carried unanimously to approve the agenda with the following addition:

- Temporary Borrowing was added under Items for Discussion and consideration.

Approval of the Regular Meeting Report of December 28, 2021

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

Chair Remarks

Director Azar Asgari shared the following: “I would like to congratulate Steve Hormuth as Director of Financial Services and Jose Campos as Assistant Director of Financial Services. I have worked with both of them and I hope their positive leadership and their special care about watching how resident’s money will be spent can create a healthy financial environment for Laguna Woods Village in future.”

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Jose Campos, Interim Director of Financial Services, provided updates on VMS Finance department staffing and Insurance.

Review Preliminary Financial Statements dated December 31, 2021

The committee reviewed financial statements for December 31, 2021 and questions were addressed.

Compensation and Outside Services

The committee reviewed the report. No actions were requested or taken.

United Leasing Report

The committee reviewed the report. Questions were addressed and no actions taken.

VMS Staffing Report

A report was presented to the committee displaying current job openings for VMS per department. Advisor Dick Rader requested to know the duration of each opening which will be delivered via email by staff. No further action.

Temporary Borrowing

Upon further discussion, it was determined that temporary borrowing would not be necessary for the period ending December 31, 2021. No action was needed or taken.

Endorsements from Standing Committees

None.

Future Agenda Items

Bank Negotiation Update

Reserve Study

Committee Member Comments

None.

Date of Next Meeting

Tuesday, February 22, 2022 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:34 p.m.

DRAFT

Azar Asgari, Chair

Monthly Resale Report

PREPARED BY

Community Services Department

MUTUAL

All Mutuals

REPORT PERIOD

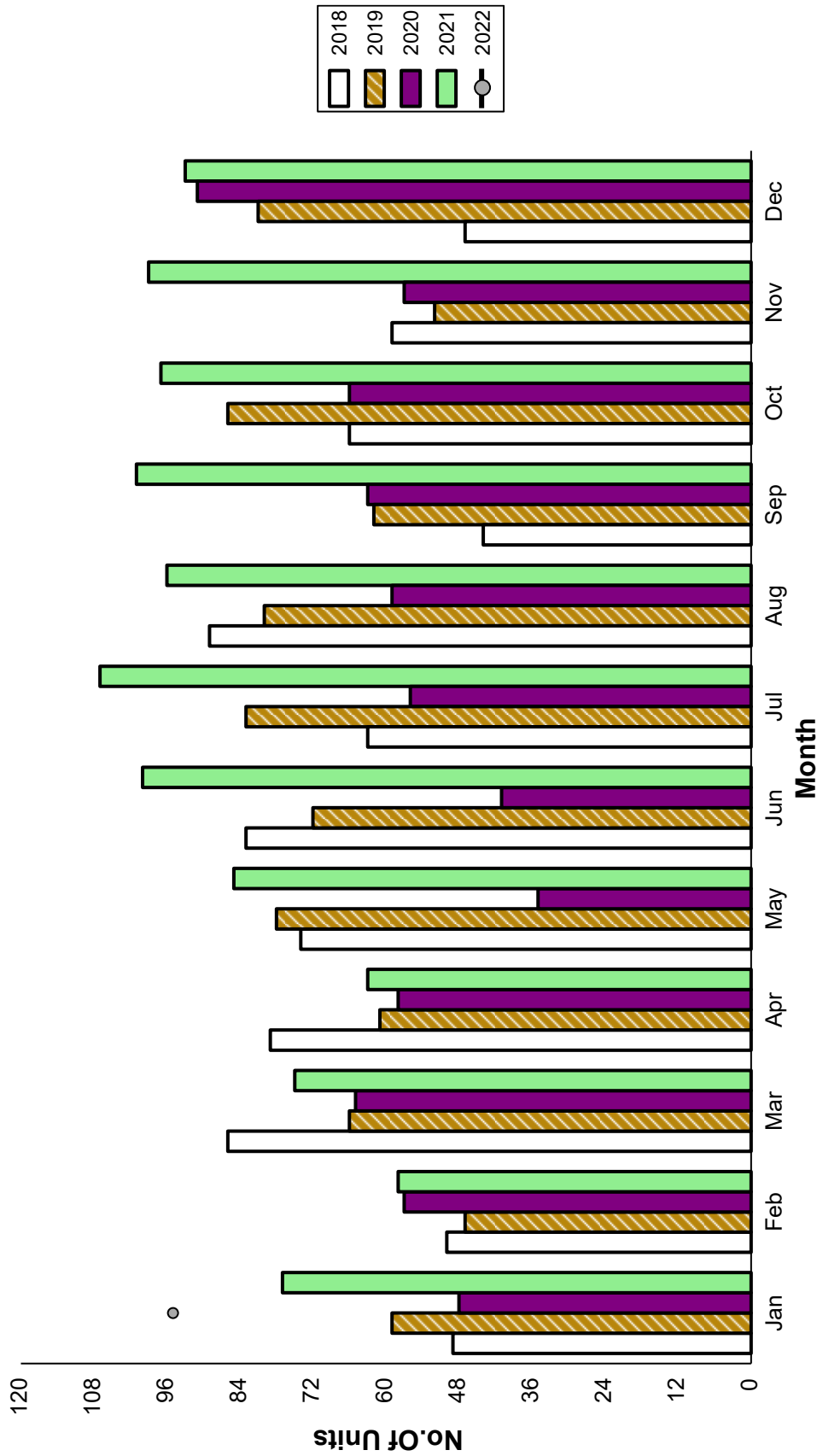
January, 2022

MONTH	NO. OF RESALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	96	77	\$34,772,394	\$25,440,878	\$366,025	\$330,401
February		*		\$18,806,125		* \$324,244
March		*		\$28,284,525		* \$377,127
April		*		\$22,499,399		* \$357,133
May		*		\$29,079,200		* \$342,108
June		*		\$40,080,488		* \$400,805
July		*		\$35,145,888		* \$328,466
August		*		\$33,947,600		* \$353,621
September		*		\$36,154,540		* \$354,456
October		*		\$35,344,800		* \$364,379
November		*		\$38,193,500		* \$381,935
December		*		\$34,632,450		* \$372,392
TOTAL	96.00	77.00	\$34,772,394	\$25,440,878		
ALL TOTAL	96.00	1053.00	\$34,772,394	\$377,609,393		
MON AVG	96.00	77.00	\$34,772,394	\$25,440,878	\$366,025	\$330,401

* Amount is excluded from percent calculation

ALL MUTUALS

Resales - 5 Year Comparison



Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

United

January, 2022

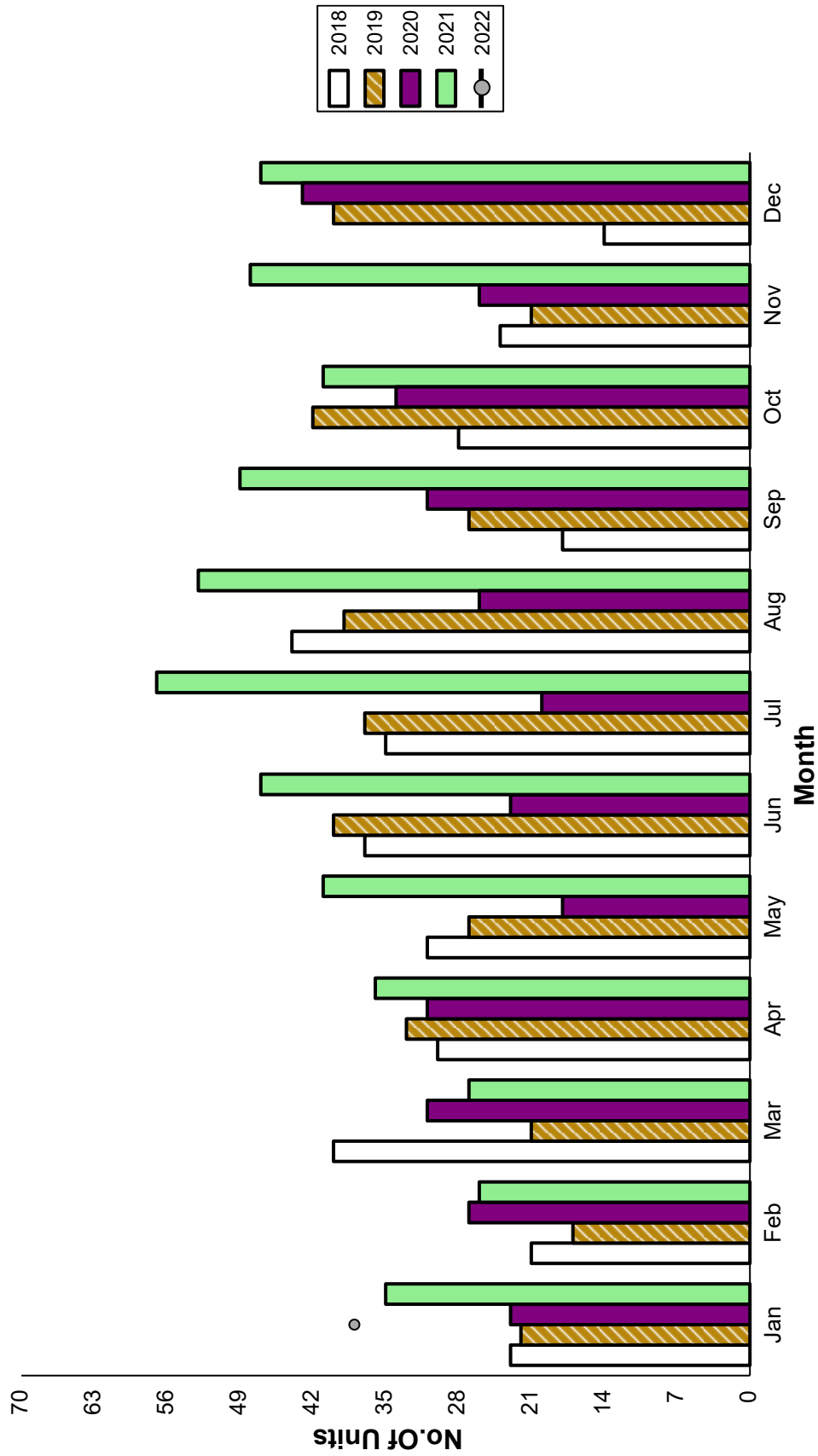
MONTH	NO. OF RESALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	38	35	\$11,905,094	\$8,997,153	\$313,292	\$257,062
February		*		\$6,846,600		* \$263,331
March		*		\$6,978,425		* \$258,460
April		*		\$9,605,499		* \$266,819
May		*		\$10,258,400		* \$250,205
June		*		\$13,580,100		* \$288,938
July		*		\$16,700,700		* \$292,995
August		*		\$15,529,600		* \$293,011
September		*		\$15,157,100		* \$309,329
October		*		\$12,259,900		* \$299,022
November		*		\$13,969,200		* \$285,086
December		*		\$14,364,950		* \$305,637
TOTAL	38.00	35.00	\$11,905,094	\$8,997,153		
ALL TOTAL	38.00	508.00	\$11,905,094	\$144,247,627		
MON AVG	38.00	35.00	\$11,905,094	\$8,997,153	\$313,292	\$257,062
% CHANGE - YTD	8.6%		32.3%		21.9%	

% Change calculated (ThisYear - LastYear)/LastYear

* Amount is excluded from percent calculation

UNITED MUTUAL

Resales - 5 Year Comparison



Monthly Resale Report United Mutual

PREPARED BY
Community Services Department

Jan-22

Month	NUMBER OF RESALES					TOTAL SALES VOLUME IN \$\$					AVG RESALE PRICE			
	2021	2021	2020	2019		2021	2021	2020	2019		2021	2021	2020	2019
January	38	35	23	22		\$11,905,094	\$8,997,153	\$6,100,300	\$5,282,150		\$313,292	\$257,062	\$265,230	\$240,098
February		26	27	17			\$6,846,600	\$6,375,200	\$4,256,150			\$263,331	\$236,119	\$250,362
March		27	31	21			\$6,978,425	\$7,863,500	\$6,355,000			\$258,460	\$253,661	\$302,619
April		36	31	33			\$9,605,499	\$7,209,488	\$9,292,051			\$266,819	\$232,564	\$281,577
May		41	18	27			\$10,258,400	\$4,523,500	\$6,380,503			\$250,205	\$251,306	\$236,315
June		47	23	40			\$13,580,100	\$6,174,899	\$10,297,790			\$288,938	\$268,474	\$257,445
July		57	20	37			\$16,700,700	\$5,274,500	\$9,189,800			\$292,995	\$263,725	\$248,373
August		53	26	39			\$15,529,600	\$6,909,300	\$10,018,600			\$293,011	\$265,742	\$256,887
September		49	31	27			\$15,157,100	\$7,774,500	\$7,328,900			\$309,329	\$250,790	\$271,441
October		41	34	42			\$12,259,900	\$9,982,400	\$10,220,400			\$299,022	\$293,600	\$243,343
November		49	26	21			\$13,969,200	\$6,469,388	\$5,065,500			\$285,086	\$248,823	\$241,214
December		47	43	40			\$14,364,950	\$10,896,560	\$9,175,800			\$305,637	\$253,408	\$229,395
TOTAL	38	35	23	22		\$11,905,094	\$8,997,153	\$6,100,300	\$5,282,150					
ALL TOTAL	38	508	333	366		\$11,905,094	\$144,247,627	\$85,553,535	\$92,862,644					
MON AVG	38	35	23	22		\$11,905,094	\$8,997,153	\$6,100,300	\$5,282,150		\$313,292	\$257,062	\$265,230	\$240,098
% CHANGE-YTD	8.6%	52.2%	4.5%	-42.1%		32.3%	47.5%	15.5%	-41.1%		21.9%	-3.1%	10.5%	1.7%

% Change calculated (This Year - Last Year)/Last Year
Percent calculation only includes YTD figures in black.

Resales Report United Laguna Woods Mutual January, 2022

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
01/19/2022	8-E	1	\$225,000	Majorca	Fiduciary Real Estate	Century 21 Rainbow	Granite Escrow
01/31/2022	36-G	1	\$273,000	Majorca	Re/Max Terrasol	Kevin J. Andreson - Broker	Corner Escrow Inc.
01/12/2022	64-B	1	\$463,000	Granada	Century 21 Rainbow	HomeSmart Evergreen	Granite Escrow
01/20/2022	69-C	1	\$205,000	Cadiz	Century 21 Rainbow	Impact Properties	Granite Escrow
01/31/2022	116-S	1	\$235,000	Casa Blanca	Harcourts Prime Properties	Harcourts Prime Properties	Generations Escrow
01/18/2022	130-B	1	\$339,000	Valencia	Regency Real Estate	Coast to Canyon Real Estate	Corner Escrow Inc.
01/06/2022	187-B	1	\$380,000	Seville	Laguna Premier Realty, Inc	Omni Real Estate Ventures	Blue Pacific Escrow
01/26/2022	224-C	1	\$447,000	Majorca	HomeSmart Evergreen	Regency Real Estate	Corner Escrow Inc.
01/07/2022	274-D	1	\$320,000	Madrid	Century 21 Rainbow	First Team Real Estate	Corner Escrow Inc.
01/19/2022	301-A	1	\$305,000	Madrid	John Aust Realty	Residential Agent Inc.	Generations Escrow
01/05/2022	317-B	1	\$335,000	Madrid	Laguna Premier Realty, Inc	Focus Real Estate Team	Blue Pacific Escrow
01/24/2022	341-E	1	\$360,950	Barcelona	SoCal Broker	Kiely Realty	Generations Escrow
01/24/2022	349-A	1	\$299,000	Madrid	Laguna Premier Realty, Inc	Laguna Premier Realty, Inc	Blue Pacific Escrow
01/24/2022	374-A	1	\$510,000	Seville	Laguna Premier Realty, Inc	HomeSmart Evergreen	Granite Escrow
01/03/2022	389-O	1	\$233,000	Casa Blanca	California Freedom Real Estate	Residential Agent Inc.	Generations Escrow
01/27/2022	389-Q	1	\$215,000	Casa Blanca	Longwise Group	Bestvilla Group	Generations Escrow
01/24/2022	402-B	1	\$340,000	Seville	Laguna Premier Realty, Inc	Century 21 Rainbow	Blue Pacific Escrow
01/18/2022	507-A	1	\$267,000	La Corona	HomeSmart Evergreen	eXp Realty of California	Escrow Options Group
01/21/2022	512-C	1	\$390,000	San Sebastian	Laguna Premier Realty, Inc	First Team Real Estate	Blue Pacific Escrow
01/10/2022	520-D	1	\$565,000	Valencia	eHomes	Laguna Premier Realty, Inc	Granite Escrow
01/27/2022	558-Q	1	\$218,000	Casa Blanca	Berkshire Hathaway	eXp Realty of California	Granite Escrow
01/18/2022	611-Q	1	\$262,500	Casa Linda	Keller Williams OC Coastal Realty	Keller Williams OC Coastal Realty	Corner Escrow Inc.
01/31/2022	646-A	1	\$338,256	Cordoba	Regency Real Estate	Berkshire Hathaway	Corner Escrow Inc.

Resales Report

United Laguna Woods Mutual

January, 2022

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
01/27/2022	660-O	1	\$249,000	Casa Contenta	Century 21 Rainbow	Windem Real Estate	Corner Escrow Inc.
01/18/2022	727-G	1	\$315,000	Granada	Village Real Estate	Century 21 Astro	Corner Escrow Inc.
01/12/2022	753-O	1	\$288,888	Casa Blanca	HomeSmart Evergreen	Keller Williams OC Coastal Realty	Corner Escrow Inc.
01/27/2022	774-A	1	\$345,500	Casa Linda	Your Home Sold Guaranteed Realty	Your Home Sold Guaranteed Realty	First American Title Company
01/12/2022	796-D	1	\$298,000	Cordoba	Encore Real Estate	Encore Real Estate	Blue Pacific Escrow
01/06/2022	830-P	1	\$150,000	Cadiz	HomeSmart Evergreen	HomeSmart Evergreen	Corner Escrow Inc.
01/18/2022	852-Q	1	\$265,000	Casa Linda	Realty One Group	Laguna Premier Realty, Inc	Escrow Options Group
01/06/2022	856-P	1	\$257,000	Castilla	Laguna Premier Realty, Inc	Laguna Premier Realty, Inc	Blue Pacific Escrow
01/18/2022	898-N	1	\$339,000	Casa Contenta	Laguna Premier Realty, Inc	Re/Max Terrasol	Blue Pacific Escrow
01/10/2022	913-O	1	\$357,500	Casa Linda	eXp Realty of California	Century 21 Astro	Granite Escrow
01/14/2022	946-F	1	\$211,000	Coronado	Laguna Premier Realty, Inc	First Team Real Estate	Granite Escrow
01/06/2022	2020-A	1	\$325,000	San Sebastian	Regency Real Estate	Redfin	Blue Pacific Escrow
01/14/2022	2125-D	1	\$373,000	Seville	Vista Sotheby's International Realty	HomeSmart Evergreen	Generations Escrow
01/06/2022	2125-A	1	\$315,500	Seville	Kase Real Estate	South Coast Real Estate	Corner Escrow Inc.
01/19/2022	2149-E	1	\$290,000	Monterey	Laguna Premier Realty, Inc	Keller Williams Realty	Blue Pacific Escrow

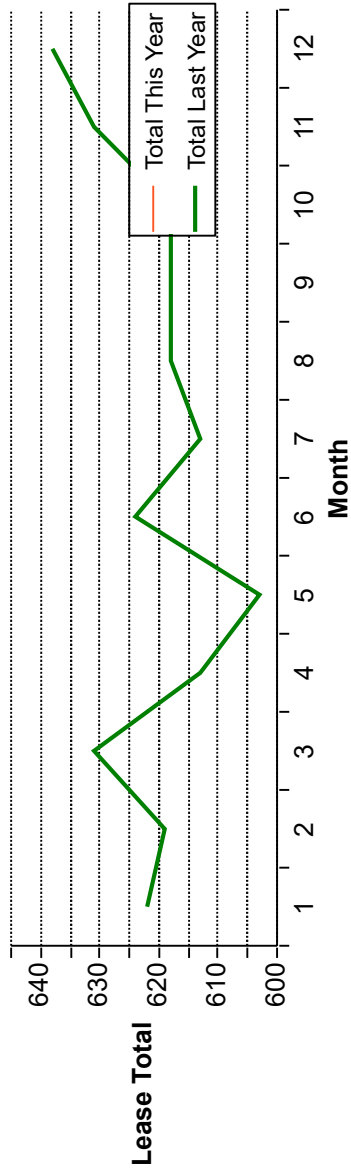
Number of Resales: 38

Total Resale Price: \$11,905,094

Average Resale Price: \$313,292

Median Resale Price: \$310,000

Monthly Active Leasing Report 2022 Period 1 (Mutual 1)



Year	Month	1 to 3 Month	4 to 6 Month	7 to 12 Month	12+ Month	Total This Year	Total Last Year	% Leased Last Year	% Leased This Year	% Change	Total Renewals	Total Expirations
2022	January	21	31	212	379	643	622	10.2	9.8	0.4	40	23
2022	February					619						
2022	March					631						
2022	April					613						
2022	May					603						
2022	June					624						
2022	July					613						
2022	August					618						
2022	September					618						
2022	October					618						
2022	November					631						
2022	December					638						



OPEN MEETING

**REGULAR OPEN MEETING OF THE UNITED LAGUNA WOODS MUTUAL
ARCHITECTURAL CONTROL AND STANDARDS COMMITTEE**

Thursday, January 20, 2022 - 9:30 AM-11:30AM
Laguna Woods Village Community Center (Virtual Meeting)
24351 El Toro Road, Laguna Woods, CA 92637

REPORT

COMMITTEE MEMBERS PRESENT: Anthony Liberatore

COMMITTEE MEMBERS ABSENT: Reza Bastani, Cash Achrekar

ADVISORS PRESENT:

STAFF PRESENT: Robbi Doncost, Lauryn Varnum

1. Call to Order

Chair Liberatore called the meeting to order at 9:30AM. A brief recess of 10 minutes was called until the remaining members of the committee could join. The meeting resumed at 9:45AM.

2. Acknowledgement of Media

Zoom platform via Granicus.

3. Approval of Agenda

Approved by consensus.

4. Approval of Meeting Report for December 16, 2021

No meeting report due to previous meeting being canceled.

5. Chair's Remarks

None.

6. Member Comments - (Items Not on the Agenda)

None.

7. Manor Alterations Division Manager Update

Staff Officer Gavin Fogg updated the current status of the Manor Alterations staffing. Over the past weeks, an above average amount of call-outs occurred due to sickness. However, the staff positions are completely filled.



Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

Status of Mutual Consents

8. Monthly Mutual Consent Report

No comments.

Variance Requests:

A. Variance Request - 2048-C (Valencia, FG04_1) Two 7' High Sliding Glass Doors into the Atrium

Staff Officer Richard DeLaFuente summarized the report and the details of the variance. Director Achrekar questioned details regarding the support and the loading beam. Director DeLaFuente addressed the questions, and reminded the committee that the City of Laguna Woods will also review the permit for code compliance. The variance request was approved by consensus.

Items for Discussion

9. Demolition Permit – Potential Adjustment to Mirror City Policy

Director Fogg presented the documents and proposed the concept of negating the demolition permit, simply requiring members to complete the included forms and engaging in a process that mirrored the City of Laguna Woods policy for asbestos. Discussion ensued regarding the responsibility of payment for asbestos, including consulting. Director Bastani inquired if a Manor Alterations staff member could perform the roles of the consultant. Chair Liberatore countered that the Mutual would then incur the costs of employing a qualified person.

Mr. Doncost confirmed that Manor Alteration's role of reviewing reports can be adjusted, meaning that less staff time is devoted to review, that members can connect directly with the City and AQMD regarding asbestos legalities. Chair Liberatore volunteered to bring this discussion to the Third ACSC Chair, in the hopes of reaching a joint agreement.

10. ACM: Legal Involvement Progress & Dual Mutual Involvement – Update from Chairman

No comments made.

11. Technology Update – Initial Online Permit Launch

Mr. Fogg discussed the creation of an online permit, discussing how members will be able to submit permits without needing to print or email large collections of paper. Manor Alterations predicts the launch will be able to occur within the calendar year.

12. Staff Report – 729-D Further Extension of MC



Mr. DeLaFuentes summarized the report and the timeline of approvals given to this Mutual Consent. Director Bastani gave his accounting of the reason for delays, including his position Manor Alterations has changed its policies during the length of the open permit which was detrimental to his plans. Director Bastani clarified that he was requesting a year extension however only a six-month extension was presented as an option due to policy.

Mr. DeLaFuentes explained that the Staff Report served as a timeline of approvals, and that this extension would be the fifth granted. He also clarified that delays incurred by contractors or the City of Laguna Woods are not the responsibility of Manor Alterations to address.

Member Dick Rader questioned the Staff Report details, asking if the extension granted through April 2022 was valid. Director Bastani claimed he had already submitted the paperwork for this extension. Mr. Fogg clarified that Director Bastani has not yet submitted the new paperwork that is required to validate his extension. Director Bastani asked what paperwork was needed and claimed to be unaware that he was required to supply any additional documents.

A motion was raised to approve the extension, the motion failed and the extension was not granted.

Items for Future Discussion:

13. Website Revisions for Manor Alterations

Concluding Business:

14. Committee Member Comments

Director Achrekar commented that Manor Alterations seems to be moving forward in a positive direction.

15. Date of Next Meeting – Thursday February 17, 2022 9:30 AM

16. Adjournment – 10:45 AM

X _____

Anthony Liberatore, Chair

Robbi Doncost, Staff Officer

Telephone: (949) 268-2281

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OPEN MEETING

**REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL
GOVERNING DOCUMENTS REVIEW COMMITTEE**

Thursday, January 20, 2022 – 1:30 P.M.

VIRTUAL MEETING

Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Maggie Blackwell – Interim-Chair, Anthony Liberatore and Diane Casey

MEMBERS ABSENT: Reza Bastani

ADVISORS PRESENT: Juanita Skillman, Dick Rader, and Mary Stone

ADVISORS ABSENT: Bevan Strom

STAFF PRESENT: Francis Gomez, Paul Nguyen, Pamela Bashline, and Siobhan Foster

CALL TO ORDER

Maggie Blackwell, Interim-Chair, called the meeting to order at 1:30 p.m.

ACKNOWLEDGEMENT OF PRESS

The Media was not present.

APPROVAL OF THE AGENDA

Interim-Chair Blackwell made a motion to approve the agenda as presented.

Without objection the agenda was approved as presented.

APPROVAL OF MEETING REPORTS

Director Diane Casey made a motion to approve the meeting report from the December 16, 2021 meeting. Interim-Chair Blackwell seconded the motion.

Without objection the motion carried

CHAIR'S REMARKS

Interim-Chair Blackwell commented on the Committee charter and need to review the membership transfer process.

MEMBER COMMENTS ON NON-AGENDA ITEMS

None

RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS

None

REPORTS

None

ITEMS FOR DISCUSSION AND CONSIDERATION

Membership Transfer Procedures

Pamela Bashline, Community Services Manager, presented Membership Transfer Procedures. The Committee members made comments and asked questions.

Director Liberatore made a motion to send the item to legal counsel for evaluation and direction. Director Casey seconded the motion.

Without objection the motion passed.

CONCLUDING BUSINESS:

Committee Member Comments

Interim-Chair Blackwell commented that United needed to know the conditions of each unit upon sale and transfer.

Director Casey commented on the resale packets that have been received with married couples buying separately.

Advisor Stone commented on her experience with transferring a membership to a trust.

Future Agenda Items

None

Date of Next Meeting

The next meeting is scheduled for Thursday, February 17, 2022 at 1:30 p.m. in the Board Room.

Adjournment

With no further business before the Committee, the Chair adjourned the meeting at 2:34 p.m.

Maggie Blackwell

Maggie Blackwell (Feb 2, 2022 14:17 PST)

Maggie Blackwell, Interim-Chair
United Laguna Woods Mutual