

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF UNITED LAGUNA WOODS MUTUAL
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION
2014 BUSINESS PLANNING MEETING – VERSION 1 – MAINTENANCE

June 27, 2013

The United Board of Directors met on Thursday, June 27, 2013 at 10:15 A.M. in the Community Center Board Room at 24351 El Toro Road, Laguna Woods, California.

Members Present: Phil Doran, Jack Bassler, Barbara Howard, Pat English, Jerren Auble

Members Absent: Erna Ferris

Staff Present: Jerry Storage, Betty Parker, Marcel Bradley, Tim Huval, Dave Smith, Jim Dyer, Katy Howe, Wendy Panizza, Kelly Farano, Dan Yost

CALL TO ORDER

Phil Doran, President, called the meeting to order at 10:15 A.M.

ACKNOWLEDGEMENT OF PRESS

No press was in attendance.

Chair Remarks

President Doran commented on the budget process.

MEMBER COMMENTS

There were no member comments.

REVIEW 2014 MAINTENANCE SERVICE LEVELS – VERSION 1

Betty Parker, Financial Services Director, explained the budgeting process and turned the meeting over to Marcel Bradley, Maintenance Director.

The Board reviewed and discussed each of the proposed general maintenance expenditures and Staff provided detailed explanations and assumptions for each category.

Staff explained the increase in plumbing service was related to the upgraded classification of six plumbing positions to allow plumbing technicians to perform drywall cuts. Additionally, underground leaks will now be handled by certified outside contractors due to CALOSHA shoring requirements and asbestos cement pipe repair and abatement issues.

Staff noted that Version 2 of the proposed Business Plan will include a new service level to install smoke alarms as part of the Interior Preventive Maintenance program. The increase would be approximately \$3.40 per manor per month. The Board discussed the cost and installation of the smoke alarm program.

Director English asked if the 3% wage adjustment was included in the labor portion of the service levels. Ms. Parker confirmed that the wage adjustment was included in the service levels.

The Board discussed the impact of reducing the number of buildings requiring preventive maintenance for the balcony breezeway resurfacing program.

The Board also discussed the impact of deferring maintenance and areas to reduce the budget. However, due to the lack of a quorum, no action was taken at the meeting.

DIRECTOR COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 11:58 A.M.

Jerren Auble, Secretary