

**OPEN MEETING**

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

Thursday, January 21, 2021 – 1:30 p.m.  
VIRTUAL MEETING

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

**MEMBERS PRESENT:** Chair Elsie Addington, Sue Margolis, and Manuel Armendariz (Left Meeting around 2:40 P.M.)

**MEMBERS ABSENT:** Reza Bastani

**ADVISORS PRESENT:** Dick Rader

**ADVISORS ABSENT:** None

**OTHERS PRESENT:** Juanita Skillman and Mary Stone

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

**CALL TO ORDER**

Chair Addington called the meeting to order at 1:33 p.m.

**ACKNOWLEDGEMENT OF PRESS**

The media was not present.

**APPROVAL OF THE AGENDA**

Director Armendariz made a motion to approve the agenda as presented. Director Margolis seconded the motion.

By unanimous vote the motion carried.

**APPROVAL OF MEETING REPORTS**

Director Armendariz made a motion to table the December 17, 2020 meeting report to the February 18, 2021 meeting. Director Margolis seconded the motion.

By unanimous vote the motion carried.

**CHAIR'S REMARKS**

Chair Addington thanked Director Armendariz, Pamela Bashline, and Francis Gomez for working on the documents that are impacted by Assembly Bill 3182.

**MEMBER COMMENTS ON NON-AGENDA ITEMS**

There were no member comments.

## **RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS**

None.

## **REPORTS**

### **Sublease Policy and Qualifiers for Subleasing Manor**

Pamela Bashline, Community Services Manager, presented the Sublease Policy and Qualifiers for Subleasing Manor.

The Committee members made comments and asked questions. The changes made by the Committee were incorporated into the documents.

Director Margolis made a motion to approve the Sublease Policy and Qualifiers for Subleasing Unit with changes. Director Addington seconded the motion.

By a vote of 2-1-0 (Director Armendariz opposed), the motion carried.

The Committee directed staff to change the word 'Manor' to 'Units' throughout the documents, add language regarding short term rental advertising, and email the final version to the Board for review.

## **ITEMS FOR DISCUSSION AND CONSIDERATION**

### **Financial Qualification Policy:**

#### **Document Verification for Income Requirements**

Chair Addington, presented the Financial Qualification Policy and specifically discussed the documentation requirements section for the financial requirements for membership. The Committee reviewed and discussed Financial Qualification Policy. The Committee commented and asked questions. No further action was taken.

### **Committee Member Comments**

None

### **Future Agenda Items**

By consensus, the Committee requested that 'Children Buying for Parents' be added to future agenda items.

- **Date of Next Meeting**

The next meeting is scheduled for Thursday, February 18, 2021 at 1:30 p.m. via virtual meeting.

### **Adjournment**

With no further business before the Committee, the Chair adjournment the meeting at 3:44 p.m.

*Elsie Addington*

Elsie Addington (Jan 21, 2021 15:48 PST)

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Elsie Addington, Chair






# Governing Documents Review Committee Minutes 1-21-2021

Final Audit Report

2021-01-27

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|-----------------|---|
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