

COMMUNITY OPERATIONS

USE OF TRUST FACILITIES

Limitations on Use

Limitations have been placed on certain Golden Rain Foundation (GRF) Trust facilities. The Recreation Department (RD) is authorized to verify the status of any user and may enlist the Security Department (SD) and/or other agencies to enforce this policy.

1. The following Trust facilities are provided for the use of GRF Members in good standing:
 - a. Car wash;
 - b. Exercise room (Policy 1466-50);
 - c. Golf course (Policy 1429.1-50 & 1429.2-50);
 - d. Lapidary room;
 - e. Swimming pool (Policy 1468-50); and
 - f. Woodshops.

Caregivers may assist Members who use the facilities and remain with them, but they may not use the above facilities themselves.

Special events take precedence when approved by the RD.

2. Due to safety factors, the following limitations must be adhered to:

- a) Power equipment, such as the equipment used in the lapidary room, woodshop or exercise room, shall not be used except under the supervision of a RD approved attendant or supervisor;
- b) Football, baseball, soccer, hockey, basketball and other contact sports may not be played on GRF Trust property due to the possibility of injury to Members and/or guests;
- c) Risers may not be stacked upon one another for any activity in a clubhouse; and
- d) Use of skateboards, razor-type scooters, roller skates, hoverboards, a Segway or roller blades is prohibited on all Trust property.

3. The following Trust facilities are provided for the use of GRF Members in good standing and their guests who are at least eighteen (18) years old. Members must be present at all times when guests are using these facilities:

- a. Amphitheater (Policy 1412-50);
- b. Art room;
- c. Billiards rooms;
- d. Card room;
- e. Ceramics room;
- f. Sewing room;
- g. Shuffleboard Court; and
- h. Table tennis area (Policy 1463-50).

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Caregivers may assist Members who use the facilities and remain with them, but they may not use the above facilities themselves.

4. The following limitations must be adhered to for craft fairs, flea markets, rummage sales, and swap meets excluding the GRF Arts and Crafts Festival: (Policy 1480-50)

- a. Will not be allowed for a four-week period prior to the GRF Arts and Crafts Festival;
- b. The maximum number of tables allowed shall be approved by the RD;
- c. All items for sale must be sold by GRF Members; and
- d. Operations will be monitored by the RD to ensure that all policies are followed.

Clubhouse Rules

The following rules are to be posted in all clubhouses for the information and guidance of all concerned:

1. Clubhouse lobbies will be available for reservations with RD heads' approval. Lobby furniture may only be moved by custodial staff;
2. Dining and kitchen facilities shall be cleaned by the reserving member after being used. (Policy 1411-50);
3. Clubhouse One (1) Picnic Area shall be cleaned by the reserving member after being used, except for the BBQ, which shall be cleaned by the custodian after it has cooled down;
4. Clubhouse Three (3) BBQ's will be cleaned by the custodians;
5. The regulation of the thermostats shall only be controlled by the custodian on duty;
6. Malfunctioning and/or damaged equipment shall be reported to the custodian or the RD;
7. Items shall not be hung on window coverings or partitions at any time;
8. Only masking tape shall be used to attach items to the walls – no other type of adhesive is authorized. Push pins or tacks may be used to attach items to the soundproofing panels;
9. No push pins or tacks can be used on walls. Any cost to repair will be charged to reserving party;
10. Items shall not be stored behind the stage drapes in Clubhouse Four (4), or in any other area of any clubhouse without RD approval;
11. Decibel sound levels inside clubhouses and outdoor entertainment areas should not exceed eighty (80) decibels and will be monitored by staff on duty;

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12. Children under the age of eighteen (18) years shall remain under the constant visual supervision of an adult;
13. No Smoking (Policy 1412.2-50);
14. Only licensed Service or Emotional Support Animals', duly registered with Stock Transfer, are permitted in or on Trust property. (Policy 1023-33);
15. Power-driven mobility devices operated inside the clubhouses shall display an authorized handicap decal issued by the SD. The vehicle shall be operated at the lowest possible speed at all times within a clubhouse. Electric wheelchairs are exempted;
16. Any person, persons or activities which disturb an event shall be brought to the attention of the custodian or the SD;
17. All damages, repairs or unusual cleaning costs shall be the responsibility of the reserving Member;
18. Members shall notify the RD when a caterer will be used. (Policy 1431-50);
19. Candles shall only be used in Trust facilities without carpeting; and
18. GRF reserves the right to disallow the use of Trust property to any Member at any time.

Specific Rules of Clubs or Organizations Using Trust Property

Any club or organization using Trust property cannot make rules or regulations that conflict with the established rules and regulations of the GRF.

Neither the GRF, nor staff employed by the GRF, may become involved with enforcement of club or organization rules or regulations.

Eligible Clubs and Organizations

GRF Trust facilities shall be maintained and preserved for the social, cultural and recreational benefit of all GRF Members. Policies of control shall be reasonable, and yet not allow for exploitation of Members by individuals, groups, clubs or organizations.

Standard practices to be followed by clubs or organizations using GRF Trust facilities shall include the following:

1. The club or organization shall have a defined purpose. A current annual application, with bylaws attached, must be filed with the RD.

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2. There shall be an annual business meeting, including election of at least three (3) officers, and financial accounting to Members of the club or organization of all funds.
3. The club or organization shall specify a regularly scheduled meeting time and place.
4. The RD shall be kept informed of any change of officers, By-laws or purpose of the club.
5. Although Members are allowed to invite guests, no club may advertise or publicize its activities so as to infer its membership or events are open to non-GRF Members.
6. Caregivers cannot belong to any club.
7. Should a complaint be lodged by a member of a club for any reason, the RD can require all pertinent detailed documentation needed to resolve the complaint:
 - a. If a club refuses to comply with the request, they can have their use of Trust property suspended until they do;
 - b. If the complaint is found to be valid, the club will be given 30 days to remedy;
 - c. If the club fails to comply, the clubs status as a recognized club in LW may be terminated, and all further use of Trust property will cease;
 - d. The Club has the right to appeal the RDs' decision to the Recreation Committee. Appeal must be in writing to the Recreation Committee Chair; and
 - e. A final appeal to the GRF Board, must be requested in writing to either the Executive Director or GRF President.
8. GRF reserves the right to disallow the use of any Trust property to any club or organization at any time.

Use of Clubhouse Facilities by Outside Organizations

Members that belong to an organization outside of the community may be permitted to reserve a clubhouse facility once each calendar year for an event by that organization if space is available.

A two hundred dollar (\$200) refundable fee is required at time of reservation from reserving Member.

A charge will be made for the organization to use Trust property. All money must be paid at least ten (10) business days before the date of the event.

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| a. Up to two hundred (200) people: | \$200.00 non-refundable fee. |
| b. Up to three hundred (300) people: | \$300.00 non-refundable fee. |
| c. Up to four hundred (400) people: | \$400.00 non-refundable fee. |
| d. Up to 500 hundred (500) people: | \$500.00 non-refundable fee. |
| e. Over 501 hundred (501) people: | \$1,000.00 non-refundable fee. |

Members are responsible for the organization's activities and shall ensure that the organization follows all established policies relating to Trust property use.

In the event that more than one Member belongs to the same outside organization, that organization is still limited to one invitation per calendar year.

GRF Sponsored Activities

Members are able to invite guests as long as the number of guests does not comprise a majority of the attendees.

Hours

1. The clubhouses will be open for the use of Members and guests accompanying them from 7:30 am to 10:00 pm.
2. Hours of operation for the Exercise Room. Golf Course, and Swimming Pool will be determined administratively.
3. The Exercise Room. Golf Course, and Swimming Pool will be limited to Members. Caregivers or guests are not permitted to use these areas.
4. The Exercise Room. Golf Course, and Swimming Pool will be closed Thanksgiving, Christmas and New Year's Day.
5. Any Trust facility may be closed at any time for maintenance.
6. No personal trainers are allowed in the Exercise Room.
7. The Amphitheater will be available for use by recognized clubs and organizations by reservation only. (Policy 1412-50)
8. The Golden Age Foundation can use the hospitality area in Clubhouse Six (6) on any holiday for the benefit of the Members.
9. Clubhouses One (1), Two (2), Four (4), Six (6), and building Five (5) will be closed Christmas and New Year's Day. Exceptions are at the discretion of the RD.

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10. Clubhouses One (1), Two (2), Six (6), and building Five (5) will be closed Thanksgiving Day. Exceptions are at the discretion of the RD.

11. Any permanent operational time change(s) must be approved by the Recreation Committee.

Notice of Closing

Whenever it may become necessary to close down or limit the use of any Trust facility for a non-emergency reason, advance notice of up to one month is to be given to the RD, who, will give proper notification to all concerned.

Charges

1. Charges will be assessed for clubs and/or private parties using Trust facilities when the scheduled or actual use extends beyond the official hours, or when additional help or special accommodations are is required. The rate to be used is the lowest established billing rate currently in effect as determined and published by the Accounting Office. In the event of overtime, a minimum of one hour will be charged.

2. Parties requesting the use of meeting rooms will be required to pay all charges for damages, repairs or unusual cleaning costs.

Policy:

Adopted: 19 Oct 71
 Amended: 16 May 78
 Amended: 18 Sep 79
 Amended: 15 Nov 83
 Amended: 19 Aug 86
 Amended: 21 Oct 86
 Amended: 16 Aug 88
 Amended: 31 Jan 95
 Amended: 20 Aug 96
 Amended: 17 Mar 98
 Amended: 19 May 98
 Amended: 21 Jul 98
 Amended: 16 Sep 03
 Amended: 20 Mar 07
 Amended: 28 Apr 14
 Amended: 13 Apr 17
 Amended: 19 Dec 17

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Dec 17)