



**EXECUTIVE COMMITTEE MINUTES**  
**Friday, February 10, 2017**

The meeting of the Executive Committee was held on Friday, February 10, 2017. The meeting was called to order at 1:00 p.m. by Chair Stone, in the Administration Conference Room, followed by the Pledge of Allegiance led by Mrs. Reed.

**ROLL CALL**

Present:	Ms. L. Stone, Chair	Mr. P. Moore
	Mrs. C. Damoci, President	Ms. K. Rapp
	Mr. P. Hood (left at 2:59 p.m.)	Mrs. J. Reed, Corporate Secretary
	Mr. B. Lukoff	

Staff and Guests:	Mr. R. Ankeny, Executive Director
	Ms. C. Flynn, Human Resources Director
	Mr. T. Fileto, Interim Security Chief
	Ms. B. Shuler, Finance Manager
	Ms. C. Knapp, Stock Transfer Supervisor
	Mr. E. Gomez, Safety/Emergency Coordinator
	Mrs. D. Bennett, Recording Secretary
	Ms. S. Hopewell, GRF Representative, Mutual Six
	Mrs. M. Doder, GRF Representative, Mutual
	Mrs. H. Tran, GRF Representative, Mutual Fifteen
	Ms. S. Fekjar, GRF Representative, Mutual Sixteen (left at 1:25 p.m.)
	Two Foundation Members

**CHAIR'S ANNOUNCEMENTS**

The Chair welcomed and introduced Foundations members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with; there was not a quorum of the Golden Rain Foundation Board of Directors (GRF BOD).

In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation Board of Directors (GRF BOD) is present at today's posted meeting. The business of the Executive Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting *and* a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or

provide recommendations to the GRF BOD at its regular Board meeting on the 4<sup>th</sup> Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes at the meeting in March.

## **CHAIR'S ANNOUNCEMENTS**

The Chair introduced the Executive Director, the Human Resources Director, the Interim Security Chief, the Finance Manager, the Stock Transfer Supervisor, the Safety/Emergency Coordinator and the Recording Secretary.

The Chair reviewed the meeting rules and asked that courtesy and respectfulness be acknowledged at all times. The Chair respectfully requested the committee members wait to be called on.

The Chair appointed Carole Damoci to fill the vacancy of the Chair of the Policy Re-write Subcommittee.

## **APPROVAL OF COMMITTEE MINUTES**

The minutes of January 13, 2017 were approved, as presented.

## **SHAREHOLDER/MEMBER COMMENTS (AGENDA ITEMS ONLY)**

No shareholder/member spoke on agenda topics.

## **CORRESPONDENCE**

No correspondence was received by the Executive Committee.

## **ELECTION UPDATE**

The Stock Transfer Supervisor provided an election update.

## **OLD BUSINESS**

### By-laws

The Committee agreed to discuss the by-laws at a future meeting.

### Parking Specialist Job Description

Ms. Rapp MOVED, seconded by Mr. Lukoff and carried unanimously by the Committee –

**TO** recommend adoption of the Parking Specialist job description, pending amendment and final review by the Executive Committee.

## **NEW BUSINESS**

### Approve Volunteer Decorating Group

The Executive Director advised that based on risk analysis, the use of a volunteer decorating group should not be encouraged. The Committee concurred.

## **POLICIES**

The Committee concurred to rescind Policy 5031-30, Escrows; Policy 1020-30, Door-to-Door Solicitation; Resolution 5032-30, Indemnification Resolution; Policy 5551-30, Paramedic Program; and Regulation, 2004.01-30, Correspondence and Policy 5102-30, Quorum. Further, the Committee concurred to refer Policies 5505-30, Staff Communications and 1511-30, Dissemination of Information-Clubs to the Policy Re-write Sub-committee. No changes, other than review by the Committee, were made to Policies 1220-30, Resident Specialists and Policy 5022-30, Limitation of Terms-Officers.

## **SUBCOMMITTEE REPORTS**

### Emergency Planning Committee

Mr. Gomez, Chair, advised that the Committee met last month and that the next CERT training will be March 3, recurring each Friday in March. An article appeared in the LW Weekly yesterday. The Emergency Planning Committee also discussed the recent rain storms.

Mrs. Damoci MOVED, seconded by Ms. Rapp and carried unanimously by the Committee –

**TO** refer to the Finance Department a request for a capital purchase of thirteen automated external defibrillator units, at a cost not to exceed \$26,000.00.

### Emergency Council Report

Ms. Snowden, the Liaison to the Emergency Council, was unable to attend today's meeting.

## **STAFF REPORTS**

### Human Resources Director

The Human Resources Director presented the Human Resources report, as attached.

### Finance Manager

The Finance Manager presented the Finance Manager's report, as attached.

Executive Director

The Executive Director thanked the Accounting Department for undertaking a fixed asset project that required an additional 85 hours of work, at the request of NSBN. He also advised \$39.60 will be the current SRO rate until the computer system can accommodate a rate of \$40.00.

**SHAREHOLDER COMMENTS**

One shareholder/member spoke on various items pertaining to the Committee's area of purview.

**COMMITTEE MEMBERS**

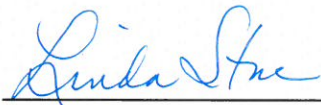
Five Committee members spoke on topics related to today's Committee meeting.

KR MOVED, seconded by JR and carried unanimously by the Committee members-

**TO** go into Executive Session.

**ADJOURMENT**

The meeting was adjourned 3:58 p.m.



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Linda Stone  
Chair, Executive Committee  
02.10.17/dfb

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE EXECUTIVE COMMITTEE  
MEETING ON FEBRUARY 10, 2017**

**ACTIONS**

- By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with;
- The minutes of January 13, 2017 were approved, as presented;
- The Chair appointed Carole Damoci to fill the vacancy of Chair of the Policy Re-write Sub-committee.
- The Committee concurred to rescind Policy 5031-30, Escrows; Policy 1020-30, Door-to-Door Solicitation; Resolution 5032-30, Indemnification Resolution; Policy 5551-30, Paramedic Program; and Regulation, 2004.01-30, Correspondence and Policy 5102-30, Quorum. Further, the Committee concurred to refer Policies 5505-30, Staff Communications and 1511-30, Dissemination of Information-Clubs to the Policy Re-write Sub-committee. No changes, other than review by the Committee, were made to Policies 1220-30, Resident Specialists and Policy 5022-30, Limitation of Terms-Officers.

**MOTIONS**

- **TO** recommend adoption of the Parking Specialist job description, pending amendment and final review by the Executive Committee;
- **TO** refer a request to the Finance Department for a capital purchase of thirteen AED units, at a cost not to exceed \$26,000.00.