



EXECUTIVE COMMITTEE MINUTES Friday, April 14, 2017

The meeting of the Executive Committee was held on Friday, April 14, 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. B. Lukoff Mrs. J. Reed, Corporate Secretary

Absent: Mr. P. Hood

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
Mr. E. Gomez, Safety and Emergency Coordinator
Mrs. D. Bennett, Recording Secretary
Mrs. L. Perrotti, GRF Representative, Mutual One
Mr. R. Stone, GRF Representative, Mutual One
Ms. P. Snowden, GRF Representative, Mutual Two
Ms. S. Hopewell, GRF Representative, Mutual Six
Ms. R. Winkler, GRF Representative, Mutual Ten
Mrs. M. Greer, GRF Representative, Mutual Eleven
Mrs. H. Tran, GRF Representative, Mutual Fifteen
One Foundation Member

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 4th 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 May.

CHAIR'S ANNOUNCEMENTS

The Chair introduced the Executive Director, the Human Resources Director, the Interim Security Chief, the Finance Manager, the Safety and 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.

APPROVAL OF COMMITTEE MINUTES

The minutes of March 10, 2017 were approved, as presented.

SHAREHOLDER/MEMBER COMMENTS (AGENDA ITEMS ONLY)

No shareholder/member spoke on agenda topics.

CORRESPONDENCE

One item of correspondence was received by the Executive Committee. The Committee discussed the correspondence with the author/audience member.

ELECTION UPDATE

The GRF President reported that there is no candidate for the GRF Representative from Mutual 11. Mrs. Greer has agreed to stay on the GRF BOD until postcards are sent to the Mutual, which will occur after the new GRF BOD is seated.

OLD BUSINESS

By-laws

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

NEW BUSINESS

Student Intern

Mr. Lukoff MOVED, seconded by Mrs. Reed-

TO approve a student intern from California State University, Long Beach to train to provide home assessments, case management and link residents to resources and referrals, reporting to the Member Resource and Assistance Liaison, from June 2017 through May 2018.

Five Committee members, four GRF Directors, the Executive Director and the Human Resources Director spoke on the motion.

The motion was carried unanimously by the Committee members present.

GRF Employee Parking Passes

Per Policy 1927-37, new parking passes will be issued to GRF employees in place of employee decals to ensure all parking regulations are being followed (lists areas permitted to park in and photo identification).

The Committee members present concurred to support staff's actions to redesign employee parking passes for use by Golden Rain Foundation and Health Care Center employees, to be created and distributed by the Security Department, in coordination with the Human Resources Department.

Parking Enforcement Hire

At its regularly scheduled meeting on April 5, 2017, the Security, Bus & Traffic (SBT) Committee wished to indicate a clear and present need for non-budgeted additional staffing. SBT Committee respectfully requests an additional 80 hours, per week, be allocated within Cost Center 37 (and as a budgeted item in the 2018 budget of Cost Center 37).

Mr. Moore MOVED, seconded by Mrs. Damoci-

TO forward a non-budgeted request to the Finance Committee to fund two full-time dedicated parking enforcement staff, effective May 1, 2017, funding from Cost Center 37 (budgeted funding to be included in the 2018 Cost Center 37 budget), in an amount not to exceed \$56,770.77.

Mr. Lukoff MOVED, seconded by Mrs. Reed-

TO amend the motion to authorize staff to determine the number and status (full time or part time) of enforcement staff to be hired.

Six Committee members, two GRF Directors and the Interim Security Chief spoke on the amendment.

The amendment to the motion failed with a tie vote.

Two Committee members, two GRF Directors and the Interim Security Chief spoke on the original, main motion.

The main motion carried with two no votes: (Reed, L. Stone).

POLICIES

The Committee concurred to rescind Policies 5441-30, Emergency Plan - Staff, 5509-30, Renewal of Service and Maintenance Contracts, 2135-30, Secretarial Services – Minutes, 5602-30, Voice Roll Call Vote, 5103-30, Committee Meetings – Board Members’ Attendance, 2002-30, Administrative Organizations.

The Committee concurred to refer Policy 5110-30, Executive Committee and Policy 5041-30, Real Property Acreage to the Policy Re-write Sub-committee.

The Committee concurred to recommend to the GRF BOD amendment of Policies 5508-30, Renewal of Service and Maintenance Contracts and 5231-30, Receiving Donations and Gifts.

The Committee concurred to post notice of review, with no action taken, to the GRF Website, of Policies 5440-30, Emergency Plan, 5442-30, Community Emergency Preparedness and 5511-30, Legal Services, 5511.01-30, Intent to Contact GRF Attorney at Foundation Expense.

SUBCOMMITTEE REPORTS

Emergency Planning Sub-committee

Mr. Gomez presented an update on Emergency Preparedness Fair reported activities of the Sub-committee.

Emergency Council Report

Ms. Snowden, the Liaison to the Emergency Council, reported the activities of the Council.

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 on reported on subjects pertaining to the community.

SHAREHOLDER COMMENTS

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

COMMITTEE MEMBERS

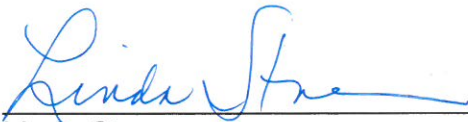
Six Committee members spoke on topics related to today's Committee meeting.

Mrs. Reed MOVED, seconded by Mr. Moore and carried unanimously by the Committee members present-

TO go into Executive Session.

ADJOURNMENT

The meeting was adjourned 4:40 p.m.



Linda Stone
Chair, Executive Committee
04.14.17/dfb

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE EXECUTIVE COMMITTEE MEETING
ON APRIL 14, 2017**

ACTIONS

- By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with;
- The minutes of March 10, 2017 were approved, as presented;
- The Committee members present concurred to support staff's actions to redesign of employee parking passes for use by Golden Rain Foundation and Health Care Center employees, to be created and distributed by the Security Department, in coordination with the Human Resources Department.

MOTIONS

- **TO** forward a non-budgeted request to the Finance Committee to fund two full-time dedicated parking enforcement staff, effective May 1, 2017, and recommend the Finance Committee approve unbudgeted funding from Cost Center 37 (budgeted funding to be included in the 2018 Cost Center 37 budget) in an amount not to exceed \$56,770.77;
- **TO** forward Policies 5110-30, Executive Committee and 5041-30, Real Property Acreage to the Policy Re-write Sub-committee;
- **TO** recommend to the GRF BOD rescission of Policies 5441-30, Emergency Plan –Staff, 5509-30, Renewal of Service and Maintenance Contracts, 2135-30, Secretarial Services – Minutes, 5602-30, Voice Roll Call Vote, 5103-30, Committee Meetings – Board Members' Attendance, 2002-30, Administrative Organizations;
- **TO** recommend to the GRF BOD amendment of Policy 5508-30, Renewal of Service and Maintenance Contracts;
- **TO** post notice of review, with no action taken, to the GRF Website, Policies 5231-30, Receiving Donations and Gifts, 5440-30, Emergency Plan, 5442-30, Community Emergency Preparedness and 5511-30, Legal Services, 5511.01-30, Intent to Contact GRF Attorney at Foundation Expense.