



**EXECUTIVE COMMITTEE MINUTES
Friday, September 8, 2017**

The meeting of the Executive Committee . was held on Friday, September 8, 2017. The meeting was called to order at 1:00 p.m. by Chair Damoci, in the Administration Conference Room, followed by the Pledge of Allegiance led by Mrs. Reed.

ROLL CALL

Present:	Mrs. C. Damoci, Chair	Mrs. L. Perrotti
	Ms. L. Stone, President	Ms. K. Rapp
	Ms. S. Hopewell	Mrs. J. Reed
	Mr. B. Lukoff	
Staff and Guests:	Mr. R. Ankeny, Executive Director	
	Ms. C. Flynn, Director of Human Resources	
	Mr. P. Bristow, Security Services Director	
	Ms. B. Shuler, Finance Manager	
	Mr. E. Gomez, Safety/Emergency Coordinator	
	Ms. Nancy Ray, Stock Transfer Supervisor	
	Ms. Courtney Knapp, Elections Specialist	
	Mrs. D. Bennett, Recording Secretary	
	Mr. R. Stone, GRF Representative, Mutual One	
	Ms. P. Snowden, GRF Representative, Mutual Two	
	Ms. R. Winkler, GRF Representative, Mutual Ten	
	Mrs. I. Heinrichs, GRF Representative, Mutual	
	Ms. S. Fekjar, GRF Representative, Mutual	
	Mr. P. Moore, GRF Representative, Mutual Seventeen	
	Nine 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 October.

CHAIR'S ANNOUNCEMENTS

The Chair introduced Executive Director Randy Ankeny, Human Resources Director Cindy Flynn, Security Services Director Paul Bristow, Finance Manager Barbara Schuler, Stock Transfer Supervisor Nancy Ray, Safety/Emergency Coordinator Eloy Gomez, Elections Specialist Courtney Knapp and Recording Secretary Deanna Bennett.

CHAIR'S REPORT

The Chair did not submit a report.

APPROVAL OF COMMITTEE MINUTES

The minutes of August 11 were approved, as presented.

The minutes of August 24, 2017 were approved, as corrected.

SHAREHOLDER/MEMBER COMMENTS (AGENDA ITEMS ONLY)

Four shareholder/members spoke on agenda topics.

CORRESPONDENCE

No items of correspondence were received by the Committee.

OLD BUSINESS

Amend Job Descriptions

The Committee concurred to review the positions upon the Management Services Review Ad Hoc Committee's review of Physical Property and Service Maintenance services provided to the Mutuals.

Security Department Uniform Recommendation

Mr. Lukoff MOVED, seconded by Mrs. Reed -

TO approve the purchase of yellow polo shirts for Security Department staff, excluding Management, Watch Commanders, Parking Specialist and Patrol

Staff, at a cost of \$28.00, per shirt, for a total cost of \$9,240.00.

Seven Committee members, the Executive Director and the Security Services Director spoke on the motion.

The motion was carried unanimously by the Committee members.

The Security Services Director spoke on full-time positions in the Security Department. Two Committee members, the Executive Director and the Security Services Director spoke on the topic.

Mrs. Damoci MOVED, seconded by Ms. Stone and carried unanimously by the Committee members-

Upon approval of the 2018 budget, **TO** begin hiring Full Time staff in the Security Department.

NEW BUSINESS

Director Training

The Executive Director will advise when Director training is scheduled, based on the presenter's availability. GRF President Linda Stone will collaborate with the Executive Director regarding the training.

2018 Election Schedule

The Elections Specialist presented the 2018 Election Schedule policies for the Executive Committee's review.

Amend Policy 5026-30, Election of Officers

The Committee concurred to refer Policy 5026-30, Election of Officers to the Policy Re-write Sub-committee.

Ms. Hopewell MOVED, seconded by Ms. Rapp and carried unanimously by the Committee members –

TO refer Policy 5026-30, Election of Officers to the Policy Re-write Sub-committee.

Election Services Contract Extension

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

TO recommend the GRF Board award a contract to Accurate Voting Services, Inc. to perform the general election services of the Golden Rain Foundation and

the Mutual Corporations for the years 2018, 2019, and 2020, at a cost of \$110,000, plus photocopying, postage and staffing needs.

Two Committee members spoke on the motion.

The motion was carried unanimously by the Committee members.

Establishment of New Sub-committee – GRF Director Booklet

The Chair established a new Sub-committee, GRF Director Booklet and appointed Joy Reed as Chair and members Irma Heinrichs, Susan Hopewell, Leah Perrotti, Kathy Rapp and Paula Snowden.

POLICIES

Amend Policy 5041-30, Real Property Acreage

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

Amend Policy 1220-30, Resident Specialists

Ms. Stone MOVED, seconded by Ms. Rapp-

TO recommend the GRF BOD accept amendment to Policy 1220-30, Resident Specialists.

Four Committee members spoke on the motion.

The motion was carried unanimously by the Committee members.

Policy 5025-30, Election Procedures

Ms. Rapp MOVED, seconded by Ms. Hopewell and carried unanimously by the Committee members-

TO refer Policy 5025-30, Election Procedures, to Policy Re-write.

Amend Policy 5110-30, Committee Charter

The Committee concurred to review Policy 5110-30, Committee Charter, at the October Committee meeting.

SUBCOMMITTEE REPORTS

The Safety Coordinator and the Radio Club President Mike Clermont spoke on disaster responses.

The Chair called for a break at 3:08 p.m. The meeting resumed at 3:18 p.m.

STAFF REPORTS

Human Resources Director

The Executive 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 and spoke on a non-exempt staff rest break schedule in relation to morning and afternoon meetings.

MEMBER COMMENTS

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

COMMITTEE MEMBERS

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

ADJOURNMENT

The meeting was adjourned 3.52 p.m.

Joy Reed, Corporate Secretary
Golden Rain Foundation
09.08.17

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE EXECUTIVE COMMITTEE
MEETING ON September 8, 2017**

ACTIONS

- By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with;
- The minutes of August 11 were approved, as presented and the minutes of August 24 were approved, as corrected;
- The Committee concurred to review the positions upon the Management Services Review Ad Hoc Committee's review of Physical Property and Service Maintenance services provided to the Mutuals.
- The Chair established a new Sub-committee, GRF Director Booklet and appointed Joy Reed as Chair and members Irma Heinrichs, Susan Hopewell, Leah Perrotti, Kathy Rapp and Paula Snowden.

MOTIONS

- **TO** approve the purchase of yellow polo shirts for Security Department staff, excluding Management, Watch Commanders, Parking Specialist and Patrol Staff, at a cost of \$28.00, per shirt, for a total cost of \$9,240.00;
- Upon approval of the 2018 budget, begin hiring Full Time staff in the Security Department;
- **TO** recommend the GRF Board award a contract to Accurate Voting Services, Inc. to perform the general election services of the Golden Rain Foundation and the Mutual Corporations for the years 2018, 2019, and 2020, at a cost of \$110,000, plus photocopying, postage and staffing needs;
- **TO** refer Policy 5026-30, Election of Officers to the Policy Re-write Sub-committee;
- **TO** recommend the GRF BOD accept amendment to Policy 5041-30, Real Property Acreage;
- **TO** recommend the GRF BOD accept amendment to 1220-30, Resident Specialists;
- **TO** refer Policy 5025-30, Election Procedures to the Policy Re-write Sub-committee.