



**EXECUTIVE COMMITTEE MINUTES
Friday December 11, 2015**

The meeting of the Executive Committee was held on Friday, December 11, 2015. 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. J. Reed, Corporate Secretary
	Mr. P. Hood	Ms. L. Stone, Treasurer
	Mr. B. Lukoff	Ms. R. Winkler, Ex-Officio
	Ms. K. Rapp	

Staff and	Mr. R. Ankeny, Executive Director
Guests:	Ms. C. Miller, Controller
	Ms. C. Flynn, Human Resources Director
	Ms. B. Shuler, Accounting Supervisor
	Mrs. D. Bennett, Recording Secretary
	Mrs. Perrotti, GRF Representative, Mutual One
	Mr. R. Stone, GRF Representative, Mutual One
	Ms. P. Snowden, GRF Representative, Mutual Two
	Ms. M. Greer, GRF Representative, Mutual
	Ms. P. Friedman, GRF Representative, Mutual
	Ms. P. Moore, GRF Representative, Mutual Seventeen
	No 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.

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 four 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 January.

RULES OF ORDER

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.

CHAIR'S ANNOUNCEMENTS

Make a friend or a point, not enemies. It is disappointing that only the Directors have attended today's meeting.

CHAIR'S REPORT

The Chair called for updating the forty-year old charters of the standing committees. The President of the GRF BOD will create an Ad Hoc Committee, comprised of the Committee Chairs, for this review. The Chair advised the attendees of today's meeting that the charters may be found on the GRF web site.

APPROVAL OF COMMITTEE MINUTES

The Committee meeting minutes of November 13, 2015

were approved, as corrected.

SHAREHOLDER/MEMBER COMMENTS (AGENDA ITEMS ONLY)

No shareholder/members spoke on correspondence to the Executive Committee.

CORRESPONDENCE

No correspondence was received by the Executive Committee.

OLD BUSINESS

New Standing Committee

Further action on the establishment of a new standing committee will be considered next year. The Facilities Manager will be invited to the January meeting of the Finance Committee to report on the Service Maintenance Department's SROs.

NEW BUSINESS

Emergency Planning Sub-Committee (Scope of Interest/Red Book Re-write)
(See Sub-committee reports, below).

POLICIES

The Chair proposed the adoption of a policy clarifying the protocol for the formation of Sub-committees and Ad Hoc committees.

Ms. Rapp MOVED, seconded by Ms. Stone -

TO recommend to the GRF BOD to adopt Policy 5024-30,
Committee Structure.

Four Committee members spoke on the motion.

The motion was carried unanimously.

SUB-COMMITTEE REPORTS

Emergency Planning Sub-Committee

The Chair of the Emergency Planning Sub-Committee advised that the Sub-committee met with the Mutual Emergency Preparedness Committee, has acquired a back hoe, is editing the Red Book, and the Safety/Emergency Coordinator is following up on obtaining a micro-radio station (to be brought before the appropriate Committee). The Sub-committee has also discussed a January event to include HHC/Tenet in order to present their emergency plans to the Sub-committee and a Saturday, March 26, 2016 Farmers' Market event to include the Purchasing Department to encourage shareholder/members to obtain the products they need to be self-sufficient in the event of an emergency. The Red Cross will be contacted regarding staging and supplies and a Rolling Thunder connection will be explored.

Policy and Procedure Sub-Committee

The Chair stated that the Sub-Committee has been assisting other areas with amendment or writing of policies.

STAFF REPORTS

Human Resources Director

The Human Resources Director presented her report, as attached. The Committee requested the Director return next month with ideas pertaining to employee referrals and to discuss strengthening physical requirements for positions. The Committee would like to discuss alternative employee holiday incentives in February.

Executive Director

The Executive Director advised that the custodial and janitorial provider, CCS, gave gift cards in excess of the amount the policy allows to three members of the Recreation Staff. The cards were returned to CCS with the suggestion that a lunch for the entire Recreation Staff could be permissible.

Accounting Supervisor

The Accounting Supervisor presenter her report, as attached.

SHAREHOLDER/MEMBER COMMENTS

No shareholder/members spoke on various topics under the Committee's purview/

The Chair called for a ten minute break at 2:25 p.m.

EXECUTIVE SESSION

Mrs. Reed MOVED, seconded by Ms. Rapp and carried unanimously -

TO enter into an executive session meeting.

ADJOURNMENT

Ms. Stone MOVED, seconded by Ms. Rapp and carried unanimously—

TO return to the open Committee meeting.

The meeting was adjourned at 3:21 p.m.



Carole Damoci
Chair, Executive Committee
12.11.15/dfb

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE EXECUTIVE COMMITTEE
MEETING ON DECEMBER 11, 2015**

MOTIONS

- By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with;
- The Committee meeting minutes of November 13, 2015 were approved, as corrected;
- **TO** recommend to the GRF BOD to adopt Policy 5024-30, Committee Structure;
- **TO** go into Executive Session at 2:35p.m.;
- **TO** return to regular session at 3:21 p.m.

ACTIONS

- The Chair requested that the Facilities Manager be invited to the January meeting of the Finance Committee to report on the Service Maintenance Department's SROs.