



MUTUAL ADMINISTRATION COMMITTEE MINUTES

Administration Conference Room A

Tuesday, October 10, 2017

1:00 PM

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting of the Mutual Administration Committee was called to order by Chair Hopewell at 1:00 p.m., on Tuesday, October 10, 2017, in the Administration Building Conference Room A. Mrs. Reed led the Committee in the Pledge of Allegiance.

ROLL CALL

Present:	Ms. S. Hopewell, Chair	Ms. R. Winkler, Vice Chair
	Ms. L. Stone, Ex-Officio	Mrs. J. Reed
	Ms. P. Snowden	Mr. R. Stone
	Ms. K. Rapp	Mr. Crossley
	Mr. P. Moore	

Staff and	Mr. R. Ankeny, Executive Director
Guests:	Ms. J. Hopkins, Mutual Administration Director
	Ms. B. Fernandez, Mutual Administration Manager
	Ms. N. Ray, Stock Transfer Manager
	Mr. R. Gonzalez, Facilities Manager
	Mrs. K. Aquino, Recording Secretary
	Thirteen shareholder/members

In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation (GRF) Board of Directors (BOD) is present at today's posted meeting. The business of the Mutual Administration Committee will be conducted in accordance with the agenda. As a quorum of the board if 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 comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members. 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 next Committee meeting.

CHAIR'S ANNOUNCEMENTS

The Chair welcomed the Committee Members, guests and staff, including GRF President Linda Stone, Executive Director Randy Ankeny, Mutual Administration Director Jodi Hopkins, Mutual Administration Manager Blessilda Fernandez, Stock Transfer Manager Nancy Ray, Facilities Manager Ruben Gonzalez, Facilities Manager Ruben Gonzalez, and Recording Secretary Kheara Aquino. She requested that members exhibit an appropriate amount of decorum and turn off cell phones.

MINUTES

The Chair declared the regular meeting minutes of September 12, 2017 approved, as written.

SHAREHOLDER COMMENTS

No shareholder/member spoke on today's Committee agenda items.

CORRESPONDENCE

The Committee received no correspondence.

STAFF REPORTS

The Community Facilities Manager presented the open SRO Report.

Following questions, Mr. Gonzalez left the meeting at 1:43 p.m.

UNFINISHED BUSINESS

Mutual Administration Procedures – Agendas and Minutes

Ms. Rapp MOVED, seconded by Ms. Snowden and carried unanimously by the Committee members present,

TO, approve the Mutual Administration Procedures for
Agendas.

The MOTION was carried unanimously by the Committee members present.

Ms. Rapp MOVED, seconded by Ms. Winkler and carried unanimously by the Committee members present,

TO, approve the Mutual Administration Procedures for
Minutes.

The MOTION was carried unanimously by the Committee members present.

UNFINISHED BUSINESS (continued)

Update Mutual Guest Passes

Ms. Hopkins presented an update on the Mutual Guest passes. She stated that this item is making its way through the Mutuals, and will be completed by the end of October.

NEW BUSINESS

Notice of Disclaimer Regarding Dual Ownership

The Committee concurred to defer this to the next Committee meeting pending several changes that need to be addressed.

180-day Expiration to the Notice of Intent to Withdraw and the Prelisting Inspection Documents

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

TO, approve the 180-Day Expiration to the Notice of Intent to
Withdraw and the Pre-listing Inspection Documents.

The MOTION was carried with seven "yes" votes (Hopewell, Winkler, Crossley, Rapp, Reed, Snowden, and Moore) and one "no" vote (R. Stone).

POLICIES

Review of Policy 5536.1-33 – Gate Passes

The Committee concurred to schedule a work study to review this Policy before sending to the Policy Re-Write Committee.

Rescind Policy 7720 – Distribution Services

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

TO, recommend the GRF Board rescind Policy 7720,
Distribution of Services.

The motion was carried unanimously by Committee members present.

POLICIES (continued)

Rescind of Policy 7740 – Messenger Services

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

TO, recommend the GRF Board rescind Policy 7740,
Messenger Services.

The motion was carried unanimously by Committee members present.

SUB-COMMITTEE REPORTS

Re-numbering Sub-Committee

Ms. Snowden presented an update and state that the committee is in the process of reviewing the 7400 series, and has received positive feedback from Facilities Director Weaver.

New Buyer Video Sub-Committee

Ms. Rapp presented an update and stated that the power point presentation has been completed and will be shown at the meeting on October 23, 2017, at 1:00 p.m.

STAFF REPORTS

The Mutual Administration Manager presented the Budget Variance Report inclusive through September 2017.

The Stock Transfer Manager presented her reports.

The Mutual Administration Director presented her reports.

The Executive Director spoke on various topics throughout the meeting.

MEMBER COMMENTS

Several shareholder/members spoke on various items related to the purview of the Committee.

PRESIDENTS COMMENTS

President Stone spoke on topics discussed at today's Committee meeting.

COMMITTEE MEMBER COMMENTS

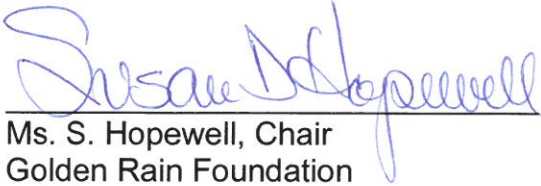
Six Committee members spoke on the proceedings of the Committee meeting.

CHAIR'S COMMENTS

The Chair thanked committee members, staff and guests for attending

ADJOURNMENT

The Vice Chair adjourned the meeting at 3:02 p.m.



Ms. S. Hopewell, Chair
Golden Rain Foundation
kla 10.16.17

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE MUTUAL ADMINISTRATION
COMMITTEE MEETING ON OCTOBER 10, 2017**

ACTIONS:

- The Chair declared the minutes of the regular meeting of September 12, 2017, approved, as presented;

MOTIONS:

- **TO**, approve the Mutual Administration Procedures for Agendas.
- **TO**, approve the Mutual Administration Procedures for Minutes.
- **TO**, approve the 180-Day Expiration to the Notice of Intent to Withdraw and the Pre-listing Inspection Documents.
- **TO**, recommend the GRF Board rescind Policy 7720, Distribution of Services.
- **TO**, recommend the GRF Board rescind Policy 7740, Messenger Services.